



ANTHONY A. WILLIAMS, MAYOR  
ERIC PRICE, DEPUTY MAYOR FOR PLANNING AND ECONOMIC DEVELOPMENT  
GOVERNMENT OF THE DISTRICT OF COLUMBIA

# **C**ONSOLIDATED **P**LAN **A**NNUAL **P**ERFORMANCE **E**VALUATION **R**EPORT

**FISCAL YEAR 2004**

DECEMBER, 2004

DRAFT, NOVEMBER 5, 2004



PRESENTED TO  
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**STANLEY JACKSON, DIRECTOR**  
**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**  
**801 NORTH CAPITOL STREET, NE - WASHINGTON, DC 20002**  
**(202) 442-7200**

### **Notice of Non-Discrimination**

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## Application

### U. S. Department of Housing and Urban Development (HUD) Consolidated Plan Management Process (CPMP)

#### A. Submission

3. ☒ **Annual Performance Report**

a. Timeframe covered is from 10/01/03 to 9/30/04

b. Year of Strategic Plan period for this submission: 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ☐

4. Catalog of Federal Domestic

Assistance Numbers	Assistance Titles	Amounts of Application Requests
14-218	Community Development Block Grant (CDBG)	\$ 22,865,000
14-239	HOME Investment Partnership Act Grant (HOME)	\$ 9,179,000
14-231	Emergency Shelter Grant (ESG)	\$ 795,000
14-241	Housing Opportunities for Persons with Aids (HOPWA)	\$ 9,862,000

#### B. Applicant

1. Name: **District of Columbia**

2. Identifier:

3. Employer Identification Number (EIN): **53-6001131**

4. DUNS number: **072634306**

5. *Applicant is (choose one):*

- ☐ Local Government: City  
☐ Local Government: County  
☐ Consortia

☒ **State**

District of Columbia

6. U.S. Senators NONE

7. Names of Members of Congress for this jurisdiction Congressional Districts  
**The Honorable Eleanor Holmes Norton** **the District of Columbia**

8. Applicant/Grantee Representative:

Name: Stanley Jackson

Title: Director, Department of Housing and Community Development Telephone

Number: (202) 442-7210

9. Certification

"To the best of my knowledge and belief, all data in this application are true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached assurances if the assistance is awarded."

Signed (enter PIN): Stanley Jackson, Director

Date signed: December , 04

10. Contact Person for matters involving this application:

Name: Kay C. McGrath

Title: Special Assistant to the Director (DHCD)

Telephone: (202) 442-7276; Fax Number: (202) 442-9280;

E-mail Address: kay.mcgrath@dc.gov

**C. For HUD Use Only**

1. Is applicant delinquent on any Federal debt? ☐ yes ☒ no

2. Is application subject to review by State Executive Order 12372 process?  
Yes.

This application was made available to the E.O. 12372 process for review (date):

☐ No. This program is not covered by E.O. 12372.

☐ N/A. This program has not been selected by the State for review.

3. Date Plan submitted December 2004

4. Date Plan Review due (45 days from HUD CPD receipt)

5. Date Plan Review completed

6. Plan approved ☐ yes Date

or

☐ no Date

Extension granted ☐ yes ☐ no Date

Quantity of days extended

Explanation

Date Grantee signed off

Date HUD signed off

Recommended actions

7. Reviewing offices (check those that will be reviewing):

☐ FOD

☐ FHEO

☐ SF

☐ M

☐ CPD Relocation

☐ CPD FA

☐ CPD CPS

☐ CPD EO

☐ IG

☐ OGC

☐ Other

8. Check any of the following that have been included in this submission:

**SF 424 in original signed hardcopy**

**Certifications**

**Electronic version**

**Original signed hardcopy**

**Maps**

☒ **Electronic version**

**Original signed hardcopy**

**Databases**

**Electronic version**

**Original signed hardcopy**

☐ **Public comments**

☐ **Replies to public comments**

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## CAPER Checklist

The following checklist identifies the required elements of the CAPER, as defined in 24 CFR 91.520.

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<input type="checkbox"/> Evidence of public notice for CAPER Review .....	86
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<input type="checkbox"/> Assessment of progress toward one-year goals .....	9-10; 21-23
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• Actions taken and accomplishments to meet worst case needs .....	44-45
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• Number of Section 215 housing opportunities created.....	
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<input type="checkbox"/> Summary of citizen comments .....	85
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<input type="checkbox"/> Low/moderate income benefit .....	43-44, 48
<input type="checkbox"/> Amendments and other changes to programs .....	--
<input type="checkbox"/> Completion of planned actions to:	48
• pursue all resources identified in plan .....	same
• certify consistency for local applicants for HUD funds.....	
• support Consolidated Plan goals .....	7-13; 18-20
<input type="checkbox"/> National objective failures, if any .....	None reported
<input type="checkbox"/> Actions taken to avoid displacement.....	50



<b>CAPER GENERAL REQUIREMENTS</b>	<b>Page</b>
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<input type="checkbox"/> If jobs were filled with over income people .....	No info.
• What was done to give low/moderate income first priority? .....	No info. available
• List job titles created/retained and those made available to low/mods..	No info. available
• Describe training for low/moderate income persons .....	
<input type="checkbox"/> For limited clientele activities, if any:	
• The nature of the group that allows assumption of more than 51% low/mod .....	None reported
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• CDBG expenditures for rehabilitation .....	same
• other funds invested.....	same
• delivery costs .....	
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#### **IDIS REPORTS**

A complete CAPER requires that all data for the program year be entered into IDIS. It is Department policy that IDIS data be updated at least quarterly. Grantees are not required to submit IDIS reports to HUD but must make information about accomplishments, progress and finances available to the public as part of the citizen participation process.

## I INTRODUCTION AND EXECUTIVE SUMMARY

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### INTRODUCTION:

The U.S. Department of Housing and Urban Development (HUD) requires each of its federal entitlement grant recipients to file an annual Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER reports on the District of Columbia's use of funds from four entitlement grants: The Community Development Block Grant (CDBG), Home Investment Partnership Grant Program (HOME) (with the new ADDI program within HOME), Emergency Shelter Grant (ESG), and the Housing Opportunities for Persons with AIDS Grant (HOPWA). The CAPER must be submitted to HUD within 90 days after the close of the grantee's fiscal year and after a 15-day public comment and review period.

The Department of Housing and Community Development (DHCD) is the District's lead agency charged with providing HUD with the CAPER report containing the information needed to assess the District's ability to carry out its programs. It presents operational information on the District's activities to the general public in the District of Columbia as well as to the Congress. The FY 2004 CAPER includes Tables demonstrating FY 2004 progress in meeting the goals the Department set at the start of the fiscal year; a summary of its progress in meeting its five-year goals, sources and uses of funds, information on DHCD initiatives, such as its fair housing, lead safety and public education and outreach efforts; and descriptions of other activities that will enable the public to fairly judge DHCD's performance in fulfilling its housing and community development mission.

### MISSION:

The mission of the Department of Housing and Community Development (DHCD) is to be a catalyst in neighborhood revitalization by strategically leveraging public funds with private and non-profit partners for low-to-moderate income D.C. residents in order to promote the preservation, rehabilitation and development of housing, increase home ownership, and support community and commercial initiatives. To accomplish HUD's goals of providing decent housing, a suitable living environment and expanded economic opportunities for low-to-moderate income residents, the Department established priority program areas in its Five-Year Consolidated Plan. The long-term priority areas for community planning and development initiatives in the Five-Year Consolidated Plan were:

- Homebuyer Assistance and Housing Recycling and Preservation
- Affordable Housing Production
- Community Organization Support, and
- Community and Commercial Development

For its FY 2004 Action Plan, DHCD consolidated its Five-Year priority areas into three main goal areas. These are:

1. Increasing home ownership opportunities;
2. Increasing the supply of affordable housing for renters and owners; and
3. Supporting neighborhood revitalization with economic opportunity for low-to-moderate income residents.

#### **SUMMARY:**

In FY 2004, the District received \$42,701,000 from the four entitlement grants applied for in the FY 2004 Consolidated Action Plan. Of this total, the HOPWA grant of \$9,862,000 for the SMA went directly to, and was administered by, the HIV/AIDS Administration of the D.C. Department of Health (DOH).

During Fiscal Year 2004, considerable progress was made in meeting the need for affordable housing, both in home ownership and in the supply of rehabilitated and new units; and in meeting non-housing community development goals for the District of Columbia. (Table 1) However, during this period, rapid changes in the housing market, beyond the control of the government, have had a negative impact on the affordability of housing, even with substantial subsidy.

*Table 1: Summary of Accomplishments, FY 2004*

<b>Rehabilitated multifamily and single family units funded</b>	<b>984*</b>	<b>Tenant Purchase Assistance</b>	<b>109</b>
<b>New multi/single family units funded</b>	<b>566</b>	<b>Jobs created through DHCD-Funded projects</b>	<b>4,305</b>
<b>Home Buyer Assistance Loans</b>	<b>231</b>	<b>Housing Counseling (combined)</b>	<b>15,996</b>
<b>Eviction Prevention Grants</b>	<b>395</b>	<b>Businesses with technical support</b>	<b>1,581</b>
<b>Families Supported In Shelter</b>	<b>209</b>	<b>Business Micro-loans, H St. CDC</b>	<b>4</b>
<b>Shelter beds rehabbed</b>	<b>1,399</b>	<b>Community/Commercial facilities</b>	<b>7</b>

\* Includes 29 Single Family Residential Rehab loans/grants

Among other accomplishments in FY 2004, DHCD:

- Held the Third Annual Fair Housing Symposium, and continued its outreach program by distributing Spanish, English and Vietnamese brochures; and began translating brochures into Chinese and Amharic.
- Continued to implement the DC Housing Production Trust Fund to supplement federal funding in creating affordable housing,
- Revised procedures to incorporate the Lead-Safe Housing Rule into DHCD housing programs; coordinated a multi-agency lead-safe initiative; and implemented the activities funded by the two HUD lead-safety grants;
- Continued to improve program delivery, the processes for applying to DHCD for funding, and the monitoring protocols for sub-recipients; and

- Succeeded in expanding funding for homeownership by amending the Home Purchase Assistance Program (HPAP) regulations to increase funding for first-time home purchasers in the HPAP program. The homeownership incentive program offered to police, firefighters and teachers was extended to Emergency Medical Technicians.

### ***CAPER Report Parts:***

This CAPER report is made up of the following parts:

- Part 1. Accomplishments:** Progress toward Five-Year and One-Year Goals for Affordable housing (home ownership opportunities and increasing the supply); Homelessness prevention and support services (ESG); Non-Housing Community Development, Monitoring and Performance Measurement. (Page 5)
- Part 2. Assessments:** Obstacles and corrective actions; Geographic Targeting, DHCD Funding Process, Institutional Structure and Coordination; and Outreach and Public Participation. (Page 21)
- Part 3. Funding:** Sources And Uses -- Community Development Block Grant (CDBG) Expenditures Related To Priorities, Low-Moderate Income Benefit, Pursuance Of Resources And Financial Summary. The Home Investment Partnership Program (HOME)--Distribution Of Funds Among Identified Needs, Contracting Opportunities, Inspections, Affirmative Marketing And Other Program Information. (Page 35)
- Part 4.** Program Performance, **CDBG, HOME, ESG** and Continuum of Care (Page 47)
- Part 5. HOPWA**—Housing Opportunities For Persons With AIDS Performance Report Describes Activities, Successes And Failures, Improvements, Method Of Sponsor Selection And Monitoring. (Page 68)
- Part 5. Special Initiatives:** Neighborhood Revitalization Strategy Areas, and Section 108 (Page 80)
- Part 6. Public Participation**—Notice of Availability; Process, Responses. ( Page 85)

### **APPENDICES (PAGES 88 TO 112)**

- A Development Finance Projects**
- B Neighborhood Based Activities Grants**
- C DHCD program Descriptions**
- D Map and Census Tract Data**
- E Reports**

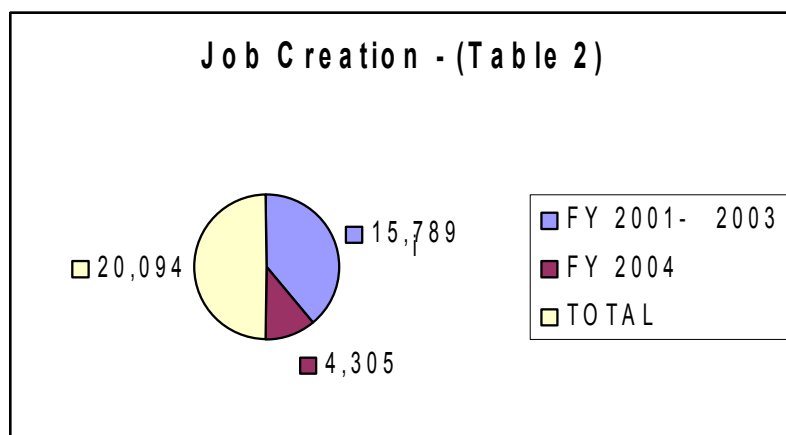
## PART 1. ACCOMPLISHMENTS

### A. PROGRESS TOWARD FIVE-YEAR GOALS:

The District of Columbia has made considerable progress to date in meeting its Five-Year (FY 2001-2005) Consolidated Plan goals to increase the supply of affordable housing; expand homeownership opportunities and contribute to economic and community development.

From FY 2001 to the end of FY 2004, DHCD funding created 1,752 new first-time homeowners through Home Purchase Assistance Program (HPAP) loans for down payments and closing costs, and 174 first-time owners through the Homestead Program. DHCD also assisted 835 tenants toward ownership by assisting them in acquiring and converting rental units for condominium or coop ownership under the First Right to Purchase and Tenant Apartment Purchase Programs. DHCD increased the supply of affordable housing by bringing almost 6,000 units back to the market through its multi-family rehabilitation program, assisted 188 single-family owner-occupants with rehabilitation loans/grants, and provided pre-development loans for construction of 3,162 new affordable housing units. Emergency Shelter Grant (ESG) funds have been used to provide emergency assistance to prevent 1,956 households from becoming homeless; to renovate over 1902 shelter beds, and to support a 45-family shelter that has housed over 254 families.

To spur neighborhood revitalization and support local economic development, DHCD has provided funds to support over 20,000 construction job opportunities in its projects. It has provided funds for job training for 382 residents and technical assistance for 3,593 small neighborhood businesses. (See Table 2)



**Table 2. Five-Year Plan Accomplishments 2001-2004**

	<b>DHCD Program Activity</b>	<b>FY 2001-2003</b>	<b>FY 2004</b>	<b>TOTAL</b>
Affordable Housing Ownership	Provide Home Purchase Assistance (HPAP) loans for down payment and closing costs	1,521	231	1,752
	Assist tenants in first-right purchase of apartments	726	109	835
	Expand access to housing through comprehensive counseling for tenants/ownership; and assistance with program requirements and intake	46,742 residents	15,996	62,738
	Make tax delinquent properties available for new ownership through a Homestead lottery	0*	0	0
	Assist current single-family homeowners to remain in decent homes by providing rehabilitation loans	157	31	188
Affordable Housing Supply	Provide funding to rehabilitate multi-family units for rental or owner occupants	4,925	955	5,880
	Provide construction assistance for new construction of single or multi-family, rental or owner housing units.	2,596	566	3,162
Community Development, Econ. Opportunity	Provide economic opportunities for residents In job creation	15,789	4,305	20,094

\*Prior report of 174 units was for FY 2000, and not during the 2001-2004 Five Year Period.

	<b>DHCD Program Activity</b>	<b>FY 2001-2003</b>	<b>FY 2004</b>	<b>TOTAL</b>
Community Development—Econ Opportunity	Provide neighborhood-based job training and placement	382 268	NA	382 268
	Support local business development with technical assistance	2,012	1,581	3,593
	Support revitalization-community/commercial facilities	54	7	61
Homelessness	Prevent homelessness and provide emergency assistance	1,561	395	1,956
	Provide essential support services (persons served)	>15,000	NA	NA
	Maintain homeless shelters (Renovate Beds)	503	1,399	1,902
	Support shelter for families (# families)	45	209	254

Progress Toward Fiscal Year 2004 Goals:

**1) Homelessness and Special Needs:**

DHCD exceeded its FY 2004 goals under the Emergency Shelter Grant (ESG) grant. ESG funded:

- Eviction prevention grants to assist 104 adults and 291 families remain in their homes;
- Shelter for 209 families by supporting operations of a 45-family shelter;
- Renovation of four shelters and 1,399 shelter beds. (Table 3) (See also Part 5)

HOPWA funds were used to provide short-term supportive housing opportunities through tenant-based vouchers and mortgage/utility payments for 1,236 persons living with HIV/AIDS in the DC EMA. Housing information services were provided to 2,564 persons; 450 persons received supportive services in HOPWA-assisted housing; and 72 sub-grants were awarded to provide operating support to housing for persons living with HIV/AIDS.

Among the affordable units funded by DHCD under its Development Project Financing Program were 31 special needs units and 177 senior citizen units. (See also p. 63)

**Fiscal Year 2004 Goals and Results**

**Table 3: HUD "Table 1C" Summary of Specific Homeless/Special Needs Objectives and Results**

Obj	Specific Objectives	Performance Measure	Expected Units	Actual Units
<b>#1</b>	<b>Homelessness</b>			
1.1	Prevent increases in homelessness	Eviction-prevention grants provided for families and individuals	187 ind.; 94 families	104 ind.; 291 fams.
1.2	Support homeless families	Families benefiting from support provided for Family Shelter	45	209
1.3	Maintain the quality of shelter provided to homeless persons.	Shelter beds renovated	1,300	1,399
<b>#2</b>	<b>Special Needs Objectives</b>			
2.1	Provide housing information services to persons living with HIV/AIDS	Persons receiving housing information	1,830	2,564
2.2	Provide and sustain short-term supportive housing opportunities to persons living with HIV/AIDS	Persons served	558 vouchers, 894 mtge/ rent pymts	505 tenant based vouchers, 731 rent, mrtge, utility

Obj	Specific Objectives	Performance Measure	Expected Units	Actual Units
				payments.
2.3	Provide supporting services to HOPWA-assisted housing	Persons provided supportive services	553	450
2.4	Provide operating support to housing for persons living with HIV/AIDS	Subgrants awarded	24	72
2.5	Assist communities to develop comprehensive strategies for HIV/AIDS housing, outreach and education	Subgrantees assisted	24	20
2.6	Other Special Needs Housing Units are included in the objective #2 to preserve and increase affordable housing	Special needs housing units assisted	Part of 1,308 units	177 senior and 31 special needs units.

## 2) Affordable Housing:

During FY 2004, DHCD assisted 231 first-time homeowners with loans from the Home Purchase Assistance Program (HPAP), supported 109 tenants in the conversion of their rental units to ownership as condominiums or co-ops, and increased the supply of affordable housing by 1,521 units.

Among the affordable units supported were 955 rehabilitated multi-family units and 566 new construction units. Of these units, 248 were affordable to extremely-low-income residents; 313 units were affordable to very-low income residents, 423 units were affordable to low-income residents, and 105 units were affordable to low-moderate income residents. (See page 44, Table 16)

*Table 4: HUD "Table 2C" Summary of Specific Housing/Community Development Objectives and Results FY 2004*

Obj.	Specific Objectives	Performance Measure	Expected Units	Actual Units
<b>#3</b>	<b>Rental Housing Objectives</b>			
3.1	Preserve and increase affordable housing supply for low-moderate income, extremely low and very low-income residents	Units funded with multi-family rehabilitation and construction assistance	1,308	955
3.2	Support tenants through tenant organizations with first right to purchase assistance to convert rental units to ownership units	Tenants provided counseling, technical assistance	4,000	6,665



Obj.	Specific Objectives	Performance Measure	Expected Units	Actual Units
3.3	Provide counseling to tenants in assisted housing with expiring subsidies, to prevent involuntary displacement.	Tenants assisted	3,000	3,506
<b>#4</b>	<b>Owner Housing Objectives</b>			
4.1	Increase homeownership opportunities for low-moderate-income residents	Home purchase loans to homebuyers; incentives to non-profit developers; predevelopment loans	240 HPAP loans; 10 HODIF grants; 40 families assisted	231 HPAP
4.2	Preserve existing home-ownership through assistance with rehabilitation to code standards.	Single-family rehab loans directly or through nonprofit intermediaries	35	29
4.3	Increase supply of new housing for owners and renters	Construction assistance loans for new Construction	200	566
4.4	Assist conversion of rental units to condominium/co-op Ownership units.	Families assisted	200	109
4.5	Promote and preserve home ownership and support homeowner management skills	Persons receiving comprehensive housing counseling and program intake.	4,000	9,331
4.6	Promote home ownership through the reclamation of abandoned properties	Homestead Program properties sold	5 units	0 units

### **3) Non-Housing Community Development--Expanding Economic Opportunity:**

DHCD exceeded its FY 2004 goals to provide technical assistance to 300 small businesses by providing assistance to 1,581 businesses; and exceeded its goal to provide housing counseling to 4,000 households, by providing assistance to 9,331 households. Through construction projects funded, DHCD also supported the creation of 4,305 temporary jobs, and funded 7 community and/or commercial facilities and planning activities. (Tables 3, 4 and 5)

**Table 5: HUD “Table 2C” Summary of Specific Housing/Community Development Objectives  
FY2004 (Table 2A/2B Continuation Sheet)**

Obj.	Specific Objectives	Performance Measure	Expected Units	Actual Units
<b>#5</b>	<b>Community Development Objectives</b>			
5.1	(Neighborhood Revitalization) Support retention and growth of local neighborhood businesses.	Businesses assisted through technical assistance from CBOs	300	1,581
<b>#6</b>	<b>Infrastructure Objectives</b>			
	Infrastructure Objectives may include business infrastructure improvements funded with local funds. See Economic Development Objectives.			
<b>#7</b>	<b>Public Facilities Objectives</b>			
	There are no specific public facility objectives in this Plan; public facility activities are undertaken as part of Development Finance Division Project Finance Activities			
<b>#8</b>	<b>Public Services Objectives</b>			
	See Neighborhood-Based Activities discussion.	See Objectives 3.3, 4.5 and 9.1		
<b>#9</b>	<b>Economic Development Objectives</b>			
9.1	Foster job growth for local residents	Provide jobs through DHCD-funded developments	2,000 jobs created thru projects (150 through Neighborhood-Based Activities)	4,305
9.2	Support property management (through RLA-RC)	Properties Managed	94	132
9.3	Enhance function and appearance of business facilities to strengthen commercial corridors	Businesses assisted through grants for the revitalization of commercial facades	100	98

Obj.	Specific Objectives	Performance Measure	Expected Units	Actual Units
<b>#10</b>	<b>Planning/Administration:</b>			
10.1	Conduct program monitoring activities	Site visits and reports	60	63
10.2	Carry out the Department's Administrative Management Program	Various	N/A	

### OTHER FY 2004 ACCOMPLISHMENTS

In addition to its goals for affordable housing, homeless prevention and service, and for non-housing community development, progress was made in 1) reducing lead-paint hazards; 2) addressing the city's anti-poverty strategy; 3) program and sub-recipient monitoring; and 4) performance measurement as described below:

#### ***1) Reducing Lead-Paint Hazards***

The Consolidated Plan describes the District's efforts to implement the U.S. Department of Housing and Urban Development's (HUD) lead-safe housing regulations.

DHCD works in partnership with the D.C. Department of Health (DOH) and the community to address lead-safe requirements. DHCD and DOH executed two Memoranda of Understanding (MOU). The Lead Safe Washington MOU will abate lead hazards in 400 units over the term of the grant, and the Lead Safe Housing MOU will govern abatement and lead hazard control work performed in approximately 2,000 units. The Department of Health undertakes lead hazard risk assessment and intervention in the city's housing units. The agency has reviewed over 60 risk assessments for DHCD lead safe housing projects under the first MOU.

Key actions for DHCD in carrying out the District's strategy are to ensure that lead-safe work practice requirements for contractors are used in renovation, remodeling, painting, demolition and other activities that disturb painted surfaces in assisted units. DHCD has financed (in connection with the Lead Safe Housing MOU) approximately 2,168 units of housing with lead safe requirements. This does not include the 28 applications for single family rehab and lead work currently underway. LSW also provided lead hazard intervention work on a total of 14 units for three projects to meet its HUD benchmark for FY 2004 in one grant and exceed the benchmark in the second grant.

DHCD competed for and was awarded two HUD lead-safety grants for FY 2004. The grants, which were received at the end of FY 2003, were: 1) the Lead Hazard Control Program Grant award of \$2,997,743; and the Lead Hazard Reduction Demonstration Grant award of \$2,000,000. The District match for the grants is \$4,000,000. DC's Program is called the "Lead Safe Washington (LSW) Program."

Following the model of its successful 2003 Lead-Safe Citywide Housing Information Conference, DHCD called for an Industry Forum on February 12, 2004 to present plans for use of the lead grants and update the industry on the latest lead requirements for the District of Columbia (DC). DHCD also co-sponsored with the National Paint and Coatings Manufacturers Assn. two lead worker trainings. The 8-hour courses were offered free and trained 60 DC residents. DHCD convened 69 participants from seven government agencies as well as several Medicaid Care Organizations and the representative for DC from the Center for Disease Control for training in the Lead Safe Housing Rule. DHCD and its community partners will sponsor a second housing conference in FY 2005, targeting property managers.

During FY 2004, LSW, as part of its outreach and education efforts, established four sub-grants, three of which were awarded to community-based organizations, and the fourth was awarded to the Coalition to End Childhood Lead Poisoning. DHCD announced the opening of three lead resource centers being funded under the HUD lead grants in the following communities: Marshall Heights/Deanwood, Congress Heights, and Ivy City/Trinidad. The resource centers will provide education materials on lead-based paint prevention, HEPA vacuum loan program, and free cleaning kits. The three CBOs will provide additional lead training to residents in the target communities.

## **2) *Anti-Poverty Strategy***

Although DHCD is not the lead agency in the District's direct efforts to reduce poverty, it helps residents to improve their financial stability through its development of affordable housing and ownership programs.

The comprehensive housing counseling services funded by DHCD provide tenants and prospective homeowners with assistance in such matters as: improving credit, household budgeting, household/home management and maintenance—all geared toward improving residents' opportunities to obtain and retain decent housing, with the prospect of moving toward ownership and the development of equity. Residents of buildings with expiring Section 8 protections are provided targeted assistance in locating housing options, and introduced to the DHCD-sponsored Tenant First Right to Purchase Program to move toward ownership.

The Tenant First Right to Purchase Program and the Tenant Apartment Purchase Assistance programs provide technical assistance and seed funds to tenant groups to

assist them to organize to take advantage of their first right of refusal when a building is for sale. The program also provides new owner groups with management/technical assistance and DHCD provides rehabilitation funds for properties being converted by their tenant/owners.

DHCD provides education and outreach to ensure that Fair Housing Laws are understood and that all residents are provided with information on their rights to access to housing in the District of Columbia. Assistance is provided in several languages.

Other agencies play the key roles in the reduction of poverty. The Department of Human Services administers income support, welfare to work and a range of programs to support families and individuals. The Office on Aging provides support services to seniors and partners with DHCD in the development of senior housing.

The Department of Employment Services (DOES) provides extensive job training opportunities through its city-wide "One Stop Service Centers." The Workforce Investment Council (WIC) brings together private and public sector stakeholders to develop strategies to increase employment opportunities for DC residents, to support and to assist DOES in its employment mission FY 2004. The DC Public School Administration has created career-oriented high schools in a number of specialized areas, including the Technology and Hospitality Industries to facilitate students progressing from school to real jobs in the DC market.

### **3) *Fair Housing***

Low-income and racial and ethnic minorities in the District face a number of impediments to fair housing in rental, sales, mortgaging and insuring homes. Some of these obstacles are based on perceived stereotypes of their protected basis under the law, i.e. race (ethnic identity), color, national origin, religion, sex, disability and familial status; and the protected categories under the local laws which include sexual orientation, age, marital status, etc. Yet other obstacles or impediments to fair housing affecting low-income, racial and ethnic and immigrant populations include: predatory loans to long-time African American homeowners on fixed incomes under the guise of home improvements; an inadequate supply of affordable housing (assisted or otherwise), and inadequate housing services for immigrant populations.

DHCD continues to fight barriers and discriminatory activities that lower the fair and equal opportunity of minority communities to access housing. During Fiscal Year 2004, DHCD's fair housing program accomplished the following:

- Collaborated in April 2004 with the Office of Human Rights and the Equal Rights Center (a non-profit fair housing organization), to bring city residents the Third Annual Fair

Housing Symposium targeting community service providers, the real estate industry and District residents.

- Conducted five community fair housing trainings throughout the city during Fair Housing Month (April 2004),
- Submitted, with its partner, Housing Counseling, Inc., a proposal under the Homeownership Component of the Fair Housing Initiatives Program—Education and Outreach Initiative (FHIP—EOK) Grant. The grant, *“Your Fair Housing Right to Homeownership”* continues the 2003 education and outreach grant effort to provide fair housing education in combination with first-time homeowner training to District residents in all wards of the City as well as targeted outreach to the city’s immigrant populations.
- Continued, through its FHIP partner, to provide homeownership and fair housing education to lower-income and minority residents facing barriers to housing choice, such as discrimination in loan approval and rental access. Other contributing factors can include problems with poor credit histories, lack of personal financial management practices that may disqualify the applicant for a loan, as well as a lack of knowledge of how to become a homeowner.
- Distributed fair housing brochures in Spanish and Vietnamese, as well as English. Distribution took place through the Mayor’s Neighborhood Services weekly programs and activities, through grantee sub-recipients providing direct services to target communities, and through direct participation of DHCD staff in community fairs and activities.
- Translated the brochure series, “Your Fair Housing Rights”, into traditional Chinese and started the first stage of translation into the Amharic language in order to better serve the growing Ethiopian community in the District.
- Updated information and languages (Spanish, Vietnamese, English) for reprinting the brochure series to be distributed among the various Community Based Organizations (CBOs) and community centers throughout the city before the end of the 04 calendar year.
- Completed the process to award a contract to a local non-profit organization with expertise in compliance with Section 504 of the Rehabilitation Act of 1973, to ensure that current pipeline and prior projects are in compliance with the Sec. 504 rules and regulations.
- Continues to formally promote fair housing compliance by utilizing its Administrative Issuance (A.I.), and Fair Housing Policy Manual (which incorporates equal opportunity) throughout the Department’s funding process and in defining the Department’s role and responsibility with fair housing and equal opportunity laws and regulations.
- Works closely with the DC Office of Human Rights to ensure that DHCD abides by the regulation of the recently passed Language Access Act of 2004, which provides for greater accessibility to DC government programs to all its ethnic populations whose primary languages are Spanish, Chinese, Vietnamese and Amharic.

#### **4) Monitoring**

During fiscal year 2004, DHCD continued to improve its sub-recipient monitoring program and procedures. DHCD developed its annual sub-recipient monitoring plan, and conducted monitoring reviews of DHCD programs and sub recipients, including the Neighborhood Based Activities (NBA) sub-recipients; the Residential and Community Services' Division administration of the NBA and Community Based Organizations. The Office of Program Monitoring (OPM) reviewed Development Financing Programs, such as the Construction Assistance Program and the Micro Loan Program. OPM issued monitoring reports that included specific findings and recommendations to be addressed.

OPM continued to use its tracking database to monitor DHCD and sub-recipient corrective action for reports issued by OPM and by external agencies such as HUD and the Office of the Inspector General, and respective A-133 auditors. Several recommendations were closed due to OPM's tracking and follow-up.

OPM regularly monitors the Integrated Disbursement Information System (IDIS) for CDBG, HOME, HOPWA and ESG commitment and spending requirements. OPM issues monthly spending reports for the above programs.

With regard to oversight of Community Housing Development Organizations (CHDOs), during FY 04, DHCD has recertified several CHDOs and certified one new CHDO (MiCasa) in accordance with the CHDO definition stated in 24 CFR 92.2. The Department also requires that all CHDOs certify their compliance with that definition prior to issuing CHDO funds to them. To maximize the use of CHDO funds, the Office of Program Monitoring monitors the CHDO reservation requirement (in IDIS) on an ongoing basis, and DHCD both advertises technical assistance opportunities to the CHDOs and solicits CHDO participation from nonprofit organizations.

### **5) Performance Measurement**

The District has had a Monthly Performance Measurement system in place since FY 2000. In FY 2003, the District began to implement a government-wide system of Performance-Based Budgeting (PBB). DHCD implemented its PBB starting with FY 2004. As part of the DC performance measurement system, DHCD has had in place a Mission Statement, goals and objectives and performance measures for each program area.

Government-wide training for an automated budget and performance measurement system, the Administrative Services Management Program (ASMP), has been in progress during FY 2004, and will go "live" beginning in October 2004 for fiscal year 2005. Monthly (or quarterly) performance data for demand and output will be provided by program staff and the system will automatically calculate the result as a *percentage* based on a preset output-over-demand formula. Reporting is done through the Office of the Director for transmittal to the Mayor.



The District takes Performance Measurement seriously. Performance measures are part of all Agency Directors' employment contracts with the Mayor, and they are evaluated each year in writing and in a direct conference with the Mayor. In turn, within an agency, the measures for each program/division become part of Division Directors' contracts and part of the annual evaluation process.

The measurement system enables the Director to know on a monthly basis the productivity of the Department and its progress in meeting spending plans and program commitments to HUD and to the Mayor and Council of the District of Columbia. The system provides a color-coded view of trend analysis so that managers can get a quick update on the status of measures. Program managers/division directors are provided with a quarterly analysis of their progress toward goals and required to explain lagging goals, as well as to recommend strategies and/or resources needed to meet any unmet obligations. This data collection and monitoring system provides a basis for managers to make course corrections in light of unforeseen circumstances, and to anticipate changes needed in program design, funding or operations. DHCD's performance targets are submitted as part of the Annual Action Plans and results are reported in the annual CAPER reports.

### Outcome Measures:

DHCD has begun to develop outcome measure indicators which will relate to an improved quality of life for program participants, improved quality of local housing stock, and revitalization of neighborhoods. Our initial outcome measurements are reflected in The Table below, and show how DHCD program measures relate to HUD parameters for measuring outcomes:

**Program Outcome Measurement**

HUD Objective	Indicator	DHCD Program	Outcome	Measurement
Suitable Living Environment	Number of housing units assisted that have eliminated at least one significant health and safety deficiency	DFD Project Financing—Rental Housing Rehab Program	<i>Over a five-year period, 7,540 units of affordable housing will be brought up to DC building Code standards. The annual output objective is 1508 units at DC Code standards. Units will be in targeted neighborhoods throughout the District to increase stability and revitalization.</i>	Actual number of units of affordable housing financed and brought up to DC building code standards will be measured against a Dept. of Consumer & Regulatory Affairs database of DC total housing unit code deficiencies and be expressed as a percentage of reduction.
Suitable Living Environment	Units provided with financing for the	Homeownership Promotion and	<i>Stable housing is preserved for low/moderate income</i>	Ratio of Single Family Rehab applications approved by loan



HUD Objective	Indicator	DHCD Program	Outcome	Measurement
	correction of documented housing code violations and other health and safety threats.	Preservation, Single-Family Residential Rehab Program	<i>homeowners as 50% of eligible homeowners complete the necessary steps to obtain District rehabilitation financing to correct housing code violations and other threats to personal health and safety.</i>	committee to total number of rehabilitation projects financed by loans and/or grants.
Suitable Living Environment	Reduction in derelict properties as a result of acquisition, demolition or rehabilitation and Increased neighborhood stability.	DFD Financing, TPAP, tenant purchase program.	<i>104 units of rental housing will be returned to DC code standards and homeownership will be increased by assisting former tenants to purchase and own these units. Units will be in targeted neighborhoods throughout the District</i>	Number of families successfully purchasing the buildings they live in
Affordable Housing	% increase in homeownership rate in targeted neighborhoods or community overall	HPAP, first-time homeowner loans	<i>City-wide proportion of low-Moderate-income homeowner households to rent households is increased, as 30% of all low/mod-income renters receiving Notice of Eligibility for DC HPAP assistance achieve homeownership.</i>	Ratio of all HPAP applicants obtaining Notices of Eligibility for assistance to total number of households purchasing homes with HPAP assistance.
Economic Opportunity	Increase in number of jobs	DFD project funding	<i>Over 2,000 temporary jobs will result from DHCD investment in rehab and new construction projects.</i>	Actual number of temporary jobs resulting from DHCD project investments as measured by total construction cost of projects funded divided by unit construction cost/job value of jobs created.
Economic Opportunity-	Neighborhood Based Activity	Commercial Corridor Development and Technical Assistance	<i>Small businesses in expanding commercial corridors become more competitive and are stabilized against possible displacement as 90% of businesses presenting receive assistance developing</i>	Ratio of all small businesses that seek technical assistance from grantee agencies to total number of small businesses actually provided such services by grantee agencies.

HUD Objective	Indicator	DHCD Program	Outcome	Measurement
			<i>marketing efforts, business plans, certifications, etc. which increase their opportunities to be self-sustaining.</i>	
Suitable Living Environment	Neighborhood Based Activity	Housing Counseling Program	<i>Households with active or potential housing crises have housing situations stabilized, as 90% of households seeking assistance receive counseling, information about affordable housing and/or access to District housing assistance programs.</i>	Ratio of all households requesting appointments for counseling services** with grantee agencies to all households that receive face-to-face counseling. **excluding households that do not keep scheduled appointments.
Ending and preventing chronic homelessness	End and prevent chronic homelessness in DC by 2014	ESG Shelter Operations Leased Shelter for Families	<i>No fewer than 45 families will be housed each month in suitable living space and receive assistance to transition to more permanent housing</i>	
Ending and preventing chronic homelessness	End and prevent chronic homelessness in DC by 2014	ESG Prevention and Emergency Assistance	<i>Households will be stabilized and prevented from becoming homeless through emergency grants and other interventions.</i>	
Suitable living environment, and Ending and preventing chronic homelessness	End and prevent chronic homelessness in DC by 2014	ESG Renovation and/or rehabilitation of shelters	<i>Homeless persons will be provided safe, sanitary and decent living conditions in shelters while receiving assistance toward self sufficiency.</i>	

## PART 2. ASSESSMENT, TARGETING, INSTITUTIONAL STRUCTURE, AND PUBLIC PARTICIPATION

Part 2 of the CAPER presents an 1) assessment of the FY 2004 Action Plan accomplishments in expanding homeownership, sustaining current owners, increasing the supply of affordable housing, and providing non-housing community/economic

development for low and moderate income residents; 2) identifies the challenges that were encountered; and 3) discusses strategies and actions taken to overcome obstacles, such as targeting; coordination through the organizational structure and increasing outreach and public education.

## **1. Assessment of Fiscal Year 2004 Accomplishments**

A description of all DHCD Programs is attached in Appendix C, starting on page 106.

### ***a) Expanding Homeownership***

The District of Columbia made gains in homeownership according to the 2000 Census, but with a 40.8% ownership rate, the District still lags behind the national and regional averages. DHCD has contributed to increasing ownership opportunities for low-moderate income, first-time home buyers by providing Home Purchase Assistance Program loans to 1,752 between 2001 and 2004.

However, a major obstacle to increasing home ownership for low to moderate-income households is the rapid escalation in home prices over the past two years which has reduced the number of affordable properties available to income-qualified buyers, even with DHCD subsidies. There does not appear to be any relief from this trend in sight for the District of Columbia or for the surrounding Maryland and Virginia suburban communities. Particularly squeezed in this pricing situation are tenants because former federally-subsidized properties are opting out of federal coverage and converting to market rate housing. Many rental property owners are converting to condominiums and raising the price of ownership as well as shrinking the supply of rental units throughout the region.

### **The Home Purchase Assistance Program (HPAP)**

During FY 2004, DHCD obtained DC Council support for increased loan levels for first-time purchasers to try to keep pace with the rapidly increasing cost of housing. HPAP loans to low- and very-low-income persons can be up to \$30,000, and for moderate-income persons loans can be up to \$10,000. HPAP also made all loans deferred for five years.

Even with these enhancements, HPAP fell short of its FY 2004 Action Plan goal to provide 240 loans for down payment and closing costs to first-time buyers. We provided 231 loans. HPAP applicants have continued strong interest in the program, but have been unable to find homes to purchase due to the intense competition for the limited inventory of affordable homes in the District.

### **Homestead Housing:**

There was no Homestead lottery in FY 2004 due to a lack of available tax-delinquent properties. The Homestead Housing Program depends upon acquisition of DC tax-delinquent or abandoned property for re-sale to low-moderate-income first-time homeowners for \$250 through an annual lottery or to non-profit housing developers through a Request for Proposals.

Given the “hot” real estate market, many property owners paid their delinquent taxes and put their properties on the open market. Additionally another local government program operated by the Office of the Deputy Mayor for Planning and Economic Development, the “Home Again,” Program, took possession of the remaining tax-delinquent properties to create bundles of delinquent properties to sell to developers for rehab and resale. A portion of the homes sold by developers must be made available to low-moderate income persons. DHCD is not setting any targets for the Homestead Program at this time, but continues to pursue title clearance activity with the hope of conducting a lottery in FY 2005.

The Homestead Program budget has been used for staffing the continuing home rehabilitation efforts associated with housing units that had been made available through Homestead lotteries in past years, and with title clearance activities. (See Part 3, Uses of Funds, Homestead Program, Page 36)

#### **Tenant First Right to Purchase Program and Tenant Apartment Purchase Assistance Program:**

The FY 2004 Action Plan goal was to assist 200 tenant-households in converting from rental to ownership. DHCD was able to assist 109 tenant households toward first-time ownership, but fell short of the FY goal. There was a drop off in applications toward the end of the fiscal year, but DHCD anticipates that there will be an increase in applications in early FY 2005. The escalating value of property in DC affects all housing programs.

The program provides tenant counseling on first right to purchase as well as technical assistance, seed loans, “earnest money” deposit loans, and acquisition loans to tenant organizations so that they can begin the process of converting their rental units to ownership. Following conversion, the program also offers management assistance. The program provided counseling and/or management services for 6,675 tenant households in FY 2004. Tenant organizations can also obtain DHCD rehabilitation assistance for converted properties under the Development Finance Project Financing Program.

#### ***b) Sustaining Current Owners:***

#### **Single Family Home Rehabilitation:**

The Single-Family Residential Rehabilitation Program (SFRRP) is a source of low-cost financing for the rehabilitation of single-family owner-occupied housing located within the

District of Columbia. Program activities include repairs to correct housing code violations, to remove threats to occupant health and safety, and to reduce lead-based paint hazards. The program features a number of different financing mechanisms and emphases, including:

- Low-interest amortized loans and no-interest deferred loans for rehabilitation, with an automatic deferral of the first \$10,000 of rehabilitation financing for senior citizens;
- Grants for lead-based paint hazard abatement, and
- Grants for improvements in a home to improve accessibility for occupants with disabilities, through its Handicapped Accessibility Improvement Program (HAIP). In FY 2004, DHCD increased its maximum grant limit from \$10,000 to \$30,000.

The program underwent redesign in FY 2004 to enhance the delivery of needed services to the residents of the District. Management has developed new procedures and policy documents to govern program operations. Management has further begun to streamline the process for developing work specifications. This effort is expected to continue into FY 2005.

During the fourth quarter of FY 2004, DHCD also added a new initiative, by offering grant financing on behalf of low-income residents for the replacement of their privately-owned lead water service lines. This independent initiative expands the reach of the lead water service line replacement program of the DC Water and Sewer Administration (WASA), which is replacing the publicly-owned portions of those lines. This dual initiative will enable lower income households to take advantage of WASA's offer to replace the privately-owned portion of the lines (at the time it is doing the public portion) without facing an unaffordable cost burden to improve water safety. This initiative to protect the health and safety of DC residents will continue into FY 2005.

Despite its initiatives and other changes introduced this year, the program still assisted only 29 households, six short of its FY 2004 goal of 35. A number of transactions failed to materialize in the last month of the fiscal year due to sudden scheduling or financing obstacles. Moreover, the shortfall was partly attributable to the long time required to obtain Department of Health (DOH) clearance of lead-based paint risk assessments. DHCD and DOH will work together in FY 2005 to shorten the time needed to complete this crucial step.

### ***c) Increasing the Supply of Affordable Housing***

#### **Development Finance Project Funding:**

The overall goal of providing funding for 1,508 units of affordable housing was exceeded. DHCD funded rehab or new construction of 1,521 affordable units. There was a change in the types of units funded from the projections in the FY 2004 Action Plan. Through its competitive RFP funding process, DHCD received more qualified applications for pre-

development funding for new construction units and fewer for multi-family rehab units than projected. The multi-family rehab goal of 1,308 fell short by 353 units, but pre-development for new construction funded exceeded the projected 200 units by 366 units, for an overall total of 1,521 units.

Since FY 2001, DHCD has provided funding for over 9,000 affordable housing units.

#### ***d) Non-Housing Community Development & Community Organization Support***

##### **Neighborhood Investment:**

Neighborhood-Based Activities are used to support the goals of neighborhood revitalization to benefit low and moderate income residents. DHCD provides an array of CDBG-eligible neighborhood based activities through non-profit organizations working in the communities they serve. Depending on community need and the capacity of the organization these activities may include: commercial corridor and small business technical assistance, façade improvement, housing counseling services, support for tenants subject to expiring federal subsidies, crime prevention and predevelopment support for affordable housing. Underlying the housing programs is a support network of Community-Based Housing Counseling Organizations (CBOs) that provide residents with counseling services, assistance in applying for DHCD programs, housing location services and homeowner training. (See Table 5 on page 12)

In FY 2004 DHCD surpassed key Action Plan targets for Community-Based housing counseling (4,000) and Small Business and Commercial Corridor Development (300 businesses). Small business and Commercial Corridor Development services continued to be in demand in FY 2004. The goal of assistance to 300 businesses was greatly exceeded, with neighborhood community development organizations providing assistance to 1,581 businesses. In addition, housing counseling services provided by community based organizations served 9,331 tenants, homeowners and potential homeowners. As a result of the strong performance in these areas, the program goals for these activities will be increased for FY 2005.

Additionally, for FY 2005, DHCD has set aside \$1,000,000 for Crime Prevention efforts in high crime areas of the District. DHCD intends to partner with other District agencies, and if necessary, community groups to participate in the District government's overall crime reduction initiative.

#### ***e) Community and Commercial Development***

Although DHCD plays a supplemental role to the Office of the Deputy Mayor for Planning and Economic Development in economic development, it does support neighborhood economic health through its H Street CDC business micro-loan program, by providing



development or public service support for community facilities and by creating job opportunities through its development projects.

**Business Micro Loans:** In FY 2004, the H Street CDC provided micro loans to four small businesses. Although this did not meet our projection of five loans, all applications to the CDC were satisfied. Prior year loans continue to be serviced. (See page 43 for list of micro-loans)

**Community-Commercial Facilities:**

DHCD provided funding for seven commercial/community facilities and planning studies in DY 2004.

**Job Creation:**

Through the projects DHCD funded in FY 2004, 4,305 jobs will be created throughout the construction phases. (See Tables 14-15)

DHCD also promotes community development by contributing to infrastructure projects. These include the façade development projects described under “Community Organization Support.” DHCD funded improvements for 98 façades in FY 2004. DHCD also provides funds to the D.C. Department of Transportation for streetscape improvements and the DC Housing Authority for site infrastructure improvements. In FY 2004, DHCD provided a total of \$3,842,615 of capital funds to three projects as follows: \$942,615 for the demolition of Chadwick Apartments on Danbury Street SW, to assist with the development of 119 new affordable townhouses; \$300,000 to the Anacostia Gateway Government Center to assist with pre-development expenses associated with a new commercial office development; and \$2,600,000 for environmental remediation associated with the redevelopment of the Camp Simms site.

**2. Factors Affecting FY 2004 Goals:**

A number of factors are affecting housing and community development benefits for low and moderate income residents. The most serious of these is the change in the housing market prices that decreases the availability of properties to the low-moderate income residents. Other challenges include: a mismatch between cost of housing in the District and the earning potential of many residents; a mismatch exacerbated by the gap between skill and education levels of some residents for a job market requiring increasingly skilled and professionally-trained workers.

**a) Housing Market**

Starting in 2003 and continuing into FY 2004, sharp increases in home prices in Washington, D.C. and the surrounding suburban communities in Maryland and Virginia

have created obstacles to providing low-moderate-income households with homeownership opportunities and with rehabilitated and new affordable housing.

The Metropolitan Washington region is experiencing an affordable housing crisis which is expected to get worse over the next decades due to the fact that housing production will not keep pace with economic development and job creation. According to a 2002 study published by the Center for Regional Analysis at the School of Public Policy at George Mason University, by 2025 the Greater Washington region is forecast to grow by 1,510,000 jobs and by 768,900 households (based on Cooperative Forecasts developed by local governments). As of the year 2000, the region already had a deficit in housing. By 2025, the forecast is that with the projected job growth, there will be a housing deficit of 218,200 units.

Housing that qualified low-moderate income residents could previously afford to purchase is being bought for more than the asking price—continually decreasing the pool of properties available to the low-mod customer, even with homebuyer subsidies. This competition for all housing exacerbates the price inflation and the shortage of affordable housing. These same factors influenced owners of tax-delinquent properties to pay their taxes and sell their property in the open market. Neighborhoods once considered “undesirable” or “marginal” by some purchasers/developers, and where housing was relatively reasonably priced, are disappearing as the competition has spurred development of more and more market-rate housing. Long commutes and increased air pollution throughout the region have also made city living more attractive, with the new competition pushing prices higher.

The Council of Governments’ August 2004 Quarterly Housing News indicated that the average price of homes in the District of Columbia jumped from \$384,553 in the second quarter of 2003 to \$452,664 in the second quarter of 2004, an increase of 17.7%. The time a house remains on the market also decreased to an average of 20 days throughout the region. This was a decrease of 33%—indicating that both higher prices and competition are continuing to affect the availability of housing for low-moderate-income residents.

#### **b) Employment and Education:**

Combined with the shortage of affordable housing due to rising costs and competition, many DC residents are also faced with a significant gap between their earning capacity and the cost of housing.

The 2000 Census pointed out a disparity between the education and attendant earning levels of a significant percentage of DC residents and the kinds of jobs being created in the city and region. (Almost 43% had either not completed high school, or had gone no further than a high school education.) Limited opportunities for entry level and service positions exist, but the salaries in these positions will not make home ownership possible and will



even make some rental units out of reach. A Census income distribution shows that 45% of all District households had incomes of less than \$35,000. This income is less than is needed to rent a two-bedroom unit according to analysis of either the FMR or Council of Governments Rental Housing Study.

### **3. Actions to Overcome Obstacles to Affordable Housing:**

The District of Columbia has been taking steps to ameliorate the impacts of the current housing market, but is faced with the fact that existing resources will buy less in this competitive atmosphere. Some of the steps taken by the District government include: a) improving programs and processes to make project funding easier and faster; b) targeting investment both geographically and in its funding processes; c) using inter-agency coordination to leverage public funding and d) increasing outreach and marketing of programs and available funding.

#### ***a) Program and Process Improvements***

**Housing Production Trust Fund (HPTF)**—DC provides a local dependable, dedicated source of funds to spur production of housing to meet both rental and ownership needs of extremely low-, very-low- and low-income residents. In FY 2004, DHCD budgeted \$40,124,693 in HPTF dollars to expand affordable housing.

**Home Purchase Assistance**—the city increased the loan amount (up to \$30,000 for very-low-income residents) available for down payment and closing costs for low-moderate residents to purchase a first home through the Home Purchase Assistance Program. (HPAP) Loans were also deferred for five years, and many program loans were made forgivable. DHCD has also intensified its marketing of home purchase programs, including those aimed at critical public employees such as teachers, police, fire fighters and emergency service technicians.

**Streamlined Funding Process**—DHCD's funding process with its Notice of Funding Availability (NOFA) and its clear, predictable Request for Proposals (RFP) and Request for Applications (RFA) has made it easier and faster for developers and neighborhood-based organizations to access funding.

**New Initiatives**—In its Single Family Home Rehabilitation Program, DHCD has added an initiative to provide qualified resident home owners with grants to replace lead-contaminated water service lines on private property in conjunction with the Water and Sewer Authority funding water line replacement on public property.

**Anti-Displacement Policy**—It is DHCD's policy to minimize displacement in all of its projects. Each program officer in the Development Finance Division keeps track of any relocation required for a project. Project managers review developers' plans and revise

those plans as necessary to minimize displacement. Where relocation is required, the project managers ensure, as part of the underwriting process, that the relocation plans are adequate and are funded as part of the project development costs. A number of DFD project managers have received training in the Uniform Relocation Act (URA). Development Finance also has convened a team to oversee project compliance, including URA compliance, and to update the Division's operating protocols to ensure that all specialized monitoring disciplines are being addressed.

In FY 2004, only one project had tenants on site and required the submission and approval of temporary relocation plans.

**Increased Fair Housing Counseling and Outreach:** To ensure that all available information on housing options is communicated to diverse groups and that language or cultural barriers do not prevent access to housing options, DHCD conducted a Third Annual Fair Housing Seminar; distributed information in Spanish, English and Vietnamese; began to translate its brochures into Chinese and Amheric, and monitored its programs and sub-recipients for compliance.

**Proactive Interventions:** DHCD added a proactive housing counseling program for tenants threatened with displacement due to the sale of buildings with expired Section 8 funding. DHCD obtains "opt-out" information from HUD and contacts tenant groups to offer assistance in developing options such as new rental units or tenant organization purchase of the building. During FY 2004, 3,506 tenants received counseling under this initiative.

**Outreach and Marketing:** DHCD stepped up marketing of its housing development and home owner loan programs through neighborhood forums; public housing tenant initiatives; DC employee home ownership workshops; stakeholder roundtables with the Director and media advertising.

## **b) Targeting Investment**

### **i. By Geographic Areas**

With available resources stretched by the changes in the DC market, it is imperative for the District to target its investments wisely and to continually improve its outreach and funding processes. The goal is to maximize leveraged investment to greatly expand the affordable housing supply and to continue to support increased ownership opportunities.

For FY 2004, the Department continued to target its funding to address the demographic changes and needs identified in the 2000 Census, in the Administration's development priorities as noted in the Mayor's City-Wide Strategic Plan, through DHCD's Needs Assessment Hearings, and to meet current market challenges. Through its city-wide citizen

participation process, the District's Administration identified 13 areas for targeted investment. These remained priority areas for 2004.

*Table 6: District Areas for Targeted Investment*

1. Anacostia	8. Ivy City / Trinidad **
2. Bellevue	9. Minnesota / Benning
3. Columbia Heights	10. Near Southeast
4. Congress Heights	11. Pennsylvania Avenue / Fairlawn
5. Georgia Avenue, N.W.**	12. Shaw
6. H Street, N.E.	13. Takoma*
7. Howard University / LeDroit Park	

\*Takoma Park is not a CDBG-eligible area because of higher area incomes.

\*\* These areas are also HUD designated Neighborhood Revitalization Strategy Areas (NRSA)s.

These target areas meet the characteristics of the priority areas outlined in the District's FY 2001-2005 Consolidated Strategic Plan, which targeted investment to:

- Emerging Growth Communities, where development momentum has been established, but where further periodic investment is needed, and where existing residents need housing assistance to prevent dislocation;
- Government centers, Metro stations and the Convention Center;
- Neighborhoods in which there is a dense concentration of tax-delinquent, vacant, abandoned and underutilized housing and commercial facilities; and
- Gateways to the city – their first impression sets the tone for visitors' interaction with the city.

(Appendix D contains a map of target areas and a list of census tracts with their minority concentrations.)





In addition to these target areas, there also are two Neighborhood Revitalization Strategy Areas (NRSA), Georgia Avenue, NW, and Carver Terrace/Langston Terrace/Ivy City/Trinidad. A new FY 2004 "Hot Spots" initiative also contains targeted areas, and this initiative will continue into FY 2005.

Under the Hot Spots initiative, the District of Columbia is targeting activities from all agencies into a concerted initiative to increase public safety and reduce crime in fourteen "hot spots". Many identified areas overlap DHCD's target areas. The hot spots are based on Metropolitan Police Districts and are as follows: First District: Sursum Corda and 1st Street-M Street, SW; Third District: 14th Street NW and North Capitol St.; Fourth District: Columbia Rd, NW, Georgia Ave. NW, Shepherd St. NW; Fifth District: Benning Rd. NE and W. Virginia Ave. NE; Sixth District: 50th Street NE and Clay Terrace NE; and Seventh District: Elvans Rd. SE, Valley Ave. SE, and Yuma St. SE.

### ***Basis for Assignment of Priorities***

This report has already cited factors affecting the availability of affordable housing opportunities in the District of Columbia. The negative fallout from the hot DC housing market and the implications of Census employment-earnings data have serious implications for housing affordability for District residents. In response, DHCD has focused its resources on areas where private market development threatens displacement; where initial revitalization efforts can benefit from public incentive; and where preservation of housing stock and ownership promotion will have a positive impact on individuals and neighborhood diversity.

Within the targeted geographic areas, DHCD will assist low and moderate-income residents by:

-  Preserving existing housing stock with rehabilitation for low-moderate income residents, before market forces remove the possibility;
-  Protecting existing resident-homeowners with rehabilitation loans to maintain property up to code and stay in place in neighborhoods undergoing change;
-  Providing funding for tenant groups to purchase and convert buildings for homeownership in areas where renewal threatens displacement, or where expiring Section 8 program properties are being sold, and
-  Supporting revitalization of neighborhoods by funding needed commercial and community services through construction and/or neighborhood-based service loans/grants.

### **ii. Through the Annual Competitive Funding Process**

To ensure that DHCD initiatives are financed and started in a timely fashion in the District's competitive environment, DHCD has simplified and standardized the process it uses to invest its federal and local funds by using an annual competitive funding process. Starting with a Notice of Funding Availability (NOFA) and followed by a Request for Proposals (RFP) for development projects and a Request for Applications (RFA) for neighborhood services, potential developers and public service providers are provided with clear, complete instructions for applying for funds. Additionally, meetings are held with potential applicants to "walk them through" the process and eliminate confusion. The results of the competitive process are known before the start of the next fiscal year, and budgeted in the first quarter of that following fiscal year, which runs from October 1st to September 30th.

The location and specific projects to be funded are not known when the Action Plan is filed with the US Department of Housing and Urban Development (HUD) in August (preceding the end of DC's fiscal year), but the programs that DHCD will use, the amount and types of funds targeted for each program, who may apply, criteria for selection, the performance

goals, and the geographic and population targets are all identified in the RFP process and referenced in each Action Plan.

The process is guided by HUD's "Guidelines for Preparing A Consolidated Plan Submission for Local Jurisdictions" (Office of Community Planning and Development), where the following is stated on page 18, **Location**: *"If the location of a specific project is now known or is confidential, the jurisdiction should identify the general area or activity. For projects for which the jurisdiction has not yet decided on a specific location, such as when the jurisdiction is allocating an amount of funds to be used for making loans or grants to businesses or for residential rehabilitation, the description shall identify who may apply for the assistance, the process by which the grantee expects to select who will receive the assistance (including the selection criteria), and how much and under what terms the assistance will be provided."*







RFP Development Project Types, Priorities and Uses of Funds:

The most common, *eligible* project types funded by DHCD with its combined federal and local resources include:

1. Preservation of Expiring, Federally Subsidized, Affordable Rental Housing
2. Special Needs Housing
3. Elderly Housing
4. New Construction of Affordable Rental or For-Sale Housing
5. Substantial Rehabilitation of Affordable Rental or For-Sale Housing
6. Community Facilities

**Priorities:**

DHCD gives priority, in its funding process, to certain types of projects and target areas:

-  Projects in one of the 13 strategic neighborhood investment areas, hot-spots and two NRSAs, (See page 75 for target information, and page 92 for NRSAs.)
-  Preservation of affordable housing for very-low and extremely-low-income households in buildings with expiring federal subsidies,
-  Homeownership projects,
-  Affordable rental housing development for extremely low-income households,
-  Commercial and Community facilities that serve low-income communities, and
-  Façade projects and commercial/retail building development in strategic investment areas or that leverage resources committed through the ReStore DC initiative.

### iii. Through Coordination and Institutional Structure

Another way to remain competitive in the District's "hot market" is to maximize the leverage of public investment by working with other agencies and stakeholders. The District of Columbia government's institutional structure facilitates coordination and cooperation.

Executive functions are organized under the Mayor, City Administrator and four Deputy Mayors who supervise “cluster of agencies”. This Deputy Mayor structure facilitates consultation across responsibility areas, and maximizes leveraging of public investments.

The Department of Housing and Community Development (DHCD) reports to the Deputy Mayor for Planning and Economic Development along with the following agencies: the D.C. Public Housing Authority (DCHA), DC Housing Finance Agency (DCHFA), Department of Public Works (DPW), Department of Consumer and Regulatory Affairs (DCRA), the Department of Employment Services (DOES) and the Office of Planning (OP). Weekly “Cluster” (groups of agencies by focus) meetings provide the opportunity to consult and coordinate plans and activities across disciplines. Participants discuss joint projects, legislative issues and other matters where coordination will promote common goals. The monthly Mayor’s Cabinet Meetings provide another forum for consultation and coordination across the lines of “clusters” (human resources, criminal justice, parks & recreation, infrastructure etc.)

DHCD works closely with DCHA and DCHFA to maximize dollars available for housing opportunities for all income levels from extremely low to moderate income.

### **Partnering with the DC Housing Authority:**

DHCD has partnered with the housing authority in redevelopment of the Frederick Douglass/Stanton Dwellings, the New East Capitol public housing communities and the Arthur Capper/Carrollsbury Dwellings through the HOPE VI Program.

The HOPE VI Program redevelopment plan for Frederick Douglass/Stanton Dwellings, renamed Henson Ridge, calls for a new, 600-unit community with all new infrastructure (streets, sidewalks and alleys), a new community center, new parks and open spaces, as well as significant investment in neighborhood schools. The development includes 320 home ownership units targeted to households with a range of incomes. The 280 rental units will serve a mix of public housing and moderate-income families. The housing mix also includes 42 senior bungalows, 28 stacked-flat apartments and 530 townhouses. To date, DHCD has committed \$8 million for infrastructure improvements, \$5.0 million in CDBG funds (disbursed) and \$3.0 million in capital funds (disbursement in progress). DHCD, at DCHA’s request, is capping the expenditure of capital funds at \$1.0 million and is reprogramming the unexpended \$2.0 million to fund infrastructure construction at the Arthur Capper/Carrollsbury HOPE VI project.

The New East Capitol HOPE VI project, renames Capitol Gateway Estates (formerly East Capitol Dwellings and Capitol View Plaza along with a HUD-foreclosed property) originally was to include 555 units of newly constructed mixed-income units. One hundred ninety-six



units were to be public housing, 214 affordable and market rate rental units and 145 home ownership units, utilizing both lease-to-purchase and Section 8 home ownership rules and ensuring home ownership for a number of current residents.

However, DCHA recently acquired Capitol View Plaza II from the Federal Housing Administration and has developed a new redevelopment plan for Capitol Gateway Estates that is about to receive final approval from HUD. The new redevelopment plan, with a total 761 units will include 152 units of senior housing, 221 tax credit housing units, 177 market rate units, and 211 units of public housing replacement. DHCD has committed \$10 million in funding for this project for infrastructure improvements; \$3.0 million in CDBG funds (disbursed), and \$7.0 million in capital funds (disbursement in process). DHCD also committed \$789,666 in Low Income Housing Tax Credits in FY 2003 to assist the construction of 151 new senior housing apartment units in the Senior Building.

#### **iv. Through Outreach—to Community and to Developers**

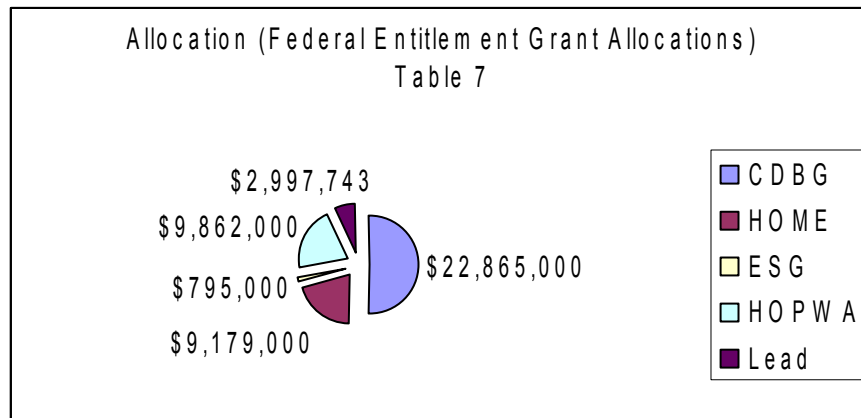
To ensure that eligible residents can take advantage of the affordable housing opportunities in the District and that potential developers are aware of the funding opportunities offered, the Department of Housing and Community Development (DHCD) conducts on-going community outreach and education program. (See pages 75-76 for further information on participation and outreach.)

DHCD's citizen outreach efforts are conducted in accordance with its Citizen Participation Plan via mass mailings, seminars, community meetings, etc. coordinated by the Office of Strategy and Communications (OSC). DHCD issues a minimum of four mass mailings a year (in excess of 800 per mailing) to Advisory Neighborhood Commission Chairs and Commissioners and various community-based organizations (CBOs), community development corporations (CDCs), and other public/private entities regarding DHCD activities. These include public hearings, budget hearings, notifications of City Council actions, Notice of Funding Availability (NOFA), DHCD events, press releases, legislative issues affecting affordable housing, community meetings, groundbreakings, ribbon-cuttings, and responses to the "Ask the Director" website link. Additional mailings are done as necessary.

#### **Notice of Funding Availability—NOFA:**

The competitive funding process employed by DHCD starts with a Notice of Funding which is followed up with a Request for Proposals (RFP) for development projects, and a Request for Applications (RFA) for Neighborhood-Based Investment. Notice is widely broadcast to non-profit and for-profit developers; to Community Development Corporations and other community-based organizations. Conferences are held to explain the application processes; hot lines provide quick response to questions that arise, and closing dates for proposals/applications are strictly adhered to. Independent selection committees assist

DHCD with preliminary determinations. Stakeholders have expressed their satisfaction with the improved communications and openness of the funding process.



## PART 3. FUNDING: SOURCES AND USES

### 1. Sources of Funds:

The Department relied on three sources of funding to finance housing and community development projects, programs, and delivery costs. These include federal resources from the U.S. Department of Housing and Urban Development; local appropriated and Housing Production Trust Fund funds; “other funds” which is composed certain loan repayments; and the private investments that are leveraged with these public resources.

### FEDERAL RESOURCES

Table 7 provides the data on FY 2004 federal funding sources and amounts.

*Table 7: FY 2004 Federal Entitlement Grant Allocations*

	CDBG	HOME	ESG	HOPWA	Lead
<b>Allocation</b>	\$22,865,000	\$9,179,000	\$795,000	\$9,862,000	\$2,997,743 2,000,000

The following additional federal funds were available in FY 2004:

<b>Program</b>	\$18,279,794	\$940,719	\$0	\$0	\$0
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<b>Income</b>					
<b>FY 2003* Carry Over</b>	\$9,157,004	\$11,322,489	\$1,458,847		

\*Note: These carryover funds are not included in budget document that DHCD submits to the DC Council each year.

The net available federal funds for FY 2004 were:

<b>Net available federal funds</b>	\$51,301,798	\$21,442,208	\$2,253,847	\$9,862,000	4,997,743
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FY 2003 Carryover includes budget authority carried over for un-liquidated FY 2003 and prior Purchase Orders for continuing activities as well as increased Program Income (PI) collections. DHCD initially budgeted \$8,950,000 in Program Income for FY 2004. DHCD actually received over \$19 million in PI for FY 2004.

DHCD serves as the administrator for the CDBG, HOME, and ESG grants.<sup>2</sup> The regional HOPWA EMA allocation is administered through and monitored by the D.C. Department of Health, HIV/AIDS Administration (HAA). HAA's various programs and use of funds are described in Part 5.

The Department also received two lead-based paint grants from HUD's Office of Healthy Homes and Lead Hazard Control beginning in FY 2004. These are: a Lead Hazard Control Grant for \$2,997,743 and a Lead Hazard Reduction Demonstration Grant for \$2,000,000. The District's match for these two grants totals \$4,482,071. The use of the grant funds is described on page 13.

## LOCAL RESOURCES

Local Resources include the Housing Production Trust Fund (HPTF), local District Appropriated funds, and loan repayments. Local funds are broken down as follows:

*Table8: FY 2004 Local/Other Funds Allocations*

	<b>Housing Production Trust Fund</b>	<b>Local Appropriation</b>	<b>Loan Repayments</b>	<b>Lead Match</b>	<b>Other</b>
<b>Allocation</b>	\$40,124,693	\$4,094,901	\$7,140,000	\$4,482,071	\$46,000

<sup>2</sup> DHCD transferred administration and management of the ESG program to the Office of the Deputy Mayor for Children, Youth, Families and Elders and the program offices under that administration. The transfer will enhance the District's ability to coordinate its efforts on behalf of the homeless population through the Continuum of Care. With ESG added to its portfolio, the Deputy Mayor's office will be able to plan for and execute the full spectrum of Continuum of Care activities. HOPWA grant is administered by the DC Department of Health, HIV/AIDS Admin.

The Housing Production Trust Fund (HPTF or “Fund”), authorized by the Housing Production Trust Fund Act of 1988 as amended by the Housing Act of 2002, is a local source of money for affordable housing development. The Fund is designed to direct assistance toward the housing needs of the most vulnerable District residents – very- and extremely-low income renters. Pending the receipt of feasible project proposals, the statute requires that:

- A minimum of 40 percent of all Fund monies disbursed each year must benefit households earning up to 30 percent of the area median income (AMI);
- A second minimum of 40 percent of the Fund monies must benefit households earning between 31 and 50 percent of the AMI;
- The remainder must benefit households earning between 51 and 80 percent of the AMI; and
- At least 50 percent of the Fund monies disbursed each year must be used for the development of rental housing.

The rest of the Funds may be used for for-sale housing development, single family housing rehabilitation, and loans and title-clearing costs associated with the Homestead Program.

Capital for the Housing Production Trust Fund is supplied from the legislated share of DC deed recordation taxes and real estate transfer taxes. DHCD also receives a separate local budget appropriation and loan repayments from its Home Purchase Assistance Program which it uses to make more loans within these programs. Finally, under other funds, the “Portal Site” is revenue generated from District-owned parking lots and the disposition of District-owned property. The revenue (\$46K) is a pass-through to the District and is budgeted for miscellaneous administrative expenses related to these activities.

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## LEVERAGED FUNDS

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**Home Ownership:** DHCD provided more than \$3.4 million in direct loans of federal and local funds through the Home Purchase Assistance Program (HPAP) to support homeownership opportunities for low- and moderate-income residents. The HPAP borrowers in turn leveraged \$31.3 million in first trust private financing – a private: public ratio of 9:1.

**Development Finance:** The grant award criteria of the District’s housing and community development programs require the maximum use of private financial resources. Public funds are used to “close the gap” in providing the financing needed for selected projects. Therefore, the District’s housing production programs are expected to leverage a significant

level of private funds. At the same time, however, DHCD recognizes that – with the District’s high real estate costs – projects that serve lower income households will require higher levels of subsidy. In FY 2004, DHCD leveraged approximately \$4.08 for every dollar of HOME or CDBG spent on housing, commercial facilities and community facilities. Leverage from all sources of funds was \$ 6.71 for each public dollar.

## MATCHING FUNDS

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There are two programs requiring matching funds: HOME and the Emergency Shelter Grant (ESG). In addition, In FY 2004, DHCD also provided matching funds for the two lead-based paint grants it received: the Lead Hazard Control Grant and the Lead Hazard Reduction Grant.

Under 24 CFR 92.218 *et. seq.*, the District must provide a matching contribution of local funds to HOME-funded or other affordable housing projects as a condition of using HOME monies. The District’s FY 2004 contribution was 12.5 percent of its non-administrative HOME draws. (The District has received a 50 percent reduction in its match requirement for HUD Program Year 2003, which is the District’s Fiscal Year 2004.) The District’s 2004 Match liability was \$172,886.74 which was met by using excess Match from prior federal fiscal years. (See Part 4 for discussion of HOME and ESG matches, and Appendix E for Home Match Report.)

### **Low Income Housing Tax Credits:**

The low-income housing tax credit (LIHTC) program, created in 1986 and made permanent in 1993, is an indirect federal subsidy through the Internal Revenue Code used to finance the construction and rehabilitation of affordable rental housing. Washington lawmakers created the LIHTC as an incentive for private developers and investors to generate investment in affordable housing. Typically, affordable rental housing projects do not generate sufficient profit to warrant the necessary investment.

The LIHTC is a dollar-for-dollar reduction in federal tax liability of the investors in exchange for providing investment funds to develop affordable rental housing. The tax code allows a dollar-for-dollar payment of the tax obligation of the investors with the LIHTCs received for the equity contribution in the affordable housing. Thus the investor may invest a sum based upon the amount of tax credits to be received from the housing that will allow the investor to receive his return solely from the tax credits. This allows rental units to be developed at below-market rates because the rents repay the debt financing and the tax credits repay the equity investment.

LIHTC projects must meet income eligibility requirements for the tenants; in other words, owners must keep the units rent restricted and available to low-income tenants for at least 30 years.

### **Nine (9) Percent vs. Four (4) Percent**

The tax credit can be used to construct new buildings, or to renovate existing rental buildings. The LIHTC is designed to subsidize either 30 percent or 70 percent of the low-income unit costs in a project.

The 30 percent subsidy, which is known as the so-called automatic 4 percent tax credit, covers new construction that uses additional subsidies or the acquisition cost of existing buildings. The 70 percent subsidy, or 9 percent tax credit, supports new construction without any additional federal subsidies. Claimed pro rata over 10 years,

Rental properties that qualify for the LIHTC tend to have both lower debt service payments and lower vacancy rates than market-rate rental housing. LIHTC properties typically experience a relatively quick lease-up and offer strong potential economic returns, primarily due to the existence of the credit. LIHTC properties are often packaged as limited partnerships such that they afford limited liability to their investors.

Tax credit housing is generally located where the land costs are lower and the tax credit allowable rents are sufficient to allow for market-rate rents. Nonetheless, with the help of additional federal, state and local subsidies, many developers have made these projects financially feasible. The LIHTC program can offer developers and investors great opportunities to provide quality affordable housing to low-income residents and an opportunity to earn a profit.

DHCD did not apply Low Income Housing Tax Credits during FY 2004.

### **2. Uses of Funds:**

The following pages contain information on DHCD use of funds in FY 2004 for affordable housing, and community development projects by source and program.

Tables 9-12 display DHCD's FY 2004 Budget allocations for use of federal funds in the CDBG, HOME, ESG and HOPWA programs.

## **DHCD PROGRAM FEDERAL FUNDS BUDGETS**

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*Table 9: FY 2004 CDBG Program (CD-29) Budget*

<b>1.</b>	<b>Homeownership and Home Rehabilitation Assistance</b>	
a.	Home Purchase Assistance Program (HPAP)	\$ 2,250,989
b.	Single Family Residential Rehabilitation Program	1,648,503
c.	Homestead Housing Preservation Program	1,244,971
d.	Home Ownership Developer's Incentive Fund (HODIF)	100,000
	<b>Subtotal</b>	<b>\$5,244,463</b>
<b>2.</b>	<b>Affordable Housing/Real Estate Development</b>	
a.	Development Finance Division Project Funding	\$26,312,389
b.	Tenant Apartment Purchase	508,001
c.	Real Estate Acquisition and Disposition	0
d.	Title VI	0
	<b>Subtotal</b>	<b>\$26,820,390</b>
<b>3.</b>	<b>Neighborhood Investment</b>	
a.	Neighborhood-Based Activities (including NISP & CASSP)	\$8,079,941
	<b>Subtotal</b>	<b>\$8,079,941</b>
<b>4.</b>	<b>Economic and Commercial Development</b>	
a.	Economic Development	\$155,524
b.	Real Estate Services and Property Management	147,794
c.	National Capital Revitalization Corporation (RLA-RC)	\$4,500,615
	<b>Subtotal</b>	<b>\$4,803,933</b>
<b>5.</b>	<b>Agency Management Program</b>	<b>\$5,534,083</b>
<b>6.</b>	<b>Program Monitoring and Compliance</b>	818,988
	<b>Total CDBG Program</b>	<b>\$51,301,798</b>

*Table 10: FY 2004 HOME Program Budget*

<b>1.</b>	<b>Agency Management Program</b>	
a.	Property Management	\$1,019,508
	<b>Subtotal</b>	<b>\$1,019,508</b>
<b>2.</b>	<b>Affordable Housing/Real Estate Development</b>	
a.	DFD Project Financing	\$12,886,331
b.	Tenant Apartment Purchase Activity	2,186,611
	<b>Subtotal</b>	<b>\$15,072,942</b>
<b>3.</b>	<b>Homeownership and Home Rehabilitation Assistance</b>	
a.	Home Purchase Assistance Program	\$4,286,741
b.	Single Family Residential Rehabilitation	1,065,017

<b>1. Agency Management Program</b>	
<b>Subtotal</b>	<b>5,351,758</b>
<b>TOTAL HOME Program</b>	<b>\$21,442,208</b>

*Table 11: FY 204 Emergency Shelter Grant Budget*

<b>Homeless Support and Prevention</b>	
Emergency Shelter Grant Management	\$2,253,847
<b>TOTAL ESG Program</b>	<b>\$2,253,847</b>

*Table 12: FY 2004 Housing for Persons With AIDS Program EMSA-Wide Budget*

<b>HOPWA Eligible Activity</b>	
1. Housing Information Services	\$207,592
2. Resource Identification	
3. Acquisition, Rehab., Conversion, Lease, and Repair of Facilities	
4. New Construction, Dwellings and Community Residences	
5. Project-based Rental Assistance	400,000
6. Tenant-based Rental Assistance	6,223,248
7. Short-term rent, Mortgage, and Utility Payments	1,068,961
8. Supportive Services	483,711
9. Operating Costs	435,688
10. Technical Assistance	100,000
11. Administrative Expenses – 7% Cap	659,960
12. Administrative Expenses Grantee 3% Off the Top Total HOPWA Formula Award	282,840
<b>TOTAL HOPWA Program</b>	<b>\$ 9,862,000</b>

## USE OF FUNDS FOR AFFORDABLE HOUSING

### 1. Homeownership Promotion

#### *Homebuyer Assistance, Housing Recycling and Preservation*

During FY 2004, DHCD assisted in the creation of 231 first-time homeowners by providing Home Purchase Assistance (HPAP) loans). DHCD expended \$2.0 million in CDBG funds, and \$425,181 million in HOME funds, supplemented by \$2.9 million in local appropriated funds for these HPAP home ownership activities. These funds leveraged approximately \$31.3 million in private sector dollars - a private-public ratio of 9:1. In addition, DHCD helped 109 tenants in the process of converting their rental units to ownership, and

provided 29 loans/grants to assist single-family owner occupants to rehabilitate their homes. (See Table 13)

The Homestead Housing Preservation Program did not operate a lottery in FY 2004. The Homestead budget was used for staffing the continuing home rehabilitation efforts associated with housing units that had been made available through Homestead lotteries in past years. A number of the Homesteaders from prior year lotteries had not been able to complete the renovation of their homes to make them habitable in the first few years after the award of their homes. This resulted from a combination of factors, such as: changes in the personal circumstances of the Homesteader, including, but not limited to, financial circumstances; and the difficulty in securing reasonable-priced home rehab construction services in a market where competition for these services is tight. As a result, several projects have had to be continued for multiple years, and the Homestead Program made a concerted effort to work with those Homesteaders to bring those projects to conclusion in FY 2004 or not later than in FY 2005.

In addition, the Program expended resources in our continuing efforts to clear title to additional tax delinquent properties, with the objective of conducting a Homestead lottery in FY 2005. This effort, too has become extremely labor intensive, as a result of the fierce competition among property developers for residential real estate in the District.

*Table13: Homeownership and Home Rehabilitation Expense, FY 2004*

Program	Units	CDBG Expense	HOME Expense	Other / Local Expense
Home Purchase Assistance Program (HPAP)	231	\$2,037,712	\$425,181	\$2,926,470
Homestead Housing Preservation Program	0	\$1,006,205	0	0
<b>Subtotal</b>	<b>231</b>	<b>\$3,043,917</b>	<b>\$425,181</b>	<b>\$2,926,470</b>
Single Family Residential Rehabilitation Program (SFRRP)	29	\$703,713	\$31,198	\$385,096
Tenant Apartment Purchase Assistance program	109	\$381,394	0	0
<b>Subtotal</b>	<b>138</b>	<b>\$1,085,107</b>	<b>\$31,198</b>	<b>\$385,096</b>
<b>TOTAL</b>	<b>369</b>	<b>\$4,129,024</b>	<b>\$456,379</b>	<b>\$3,311,566</b>



## 2. Increasing the Supply of Affordable Housing

### a. Multi-Family Housing Rehabilitation and New Housing Construction Assistance

DHCD provided CDBG and HOME funding, along with other funding sources, to support the rehabilitation of 956 multi-family affordable housing units, and new construction of 566 multi-or-single-family units. DHCD used Low Income Housing Tax Credits and Housing Production Trust Fund funding to support the development of 657 multi-family units of the 1,521 multi-family total and 347 of the new multi-and single-family units. In total, DHCD provided funding that will produce 1,521 affordable housing units. CDBG funding also assisted in the acquisition of 109 units by tenants under the District of Columbia's First Right Purchase Law.

*Table 14: Affordable Housing Production, Expense, FY 2004*

Program	Units	CDBG Expense	HOME Expense	Other/Local Expense
DFD Project Financing, Multi-Family Housing CDBG	381	\$6,591,353	\$ 0	\$4,115,192
DFD Project Financing, Multi-Family Housing, HOME	30	0	625,983	0
DFD project Financing, Acquisition for Rehabilitation	208	0	0	\$2,118,582
Tenant Apartment Purchase, Acquisition for Rehab.	109	2,882,700	0	665,000
<b>Total</b>	<b>728</b>	<b>\$ 9,474,053</b>	<b>\$ 625,983</b>	<b>\$6,898,774</b>

In addition, DHCD funded redevelopment of five commercial and community facilities during FY 2004. The Department also financed one technical assistance project, and one pre-development planning project. In total, DHCD provided \$34.3 million in loans and grants to supplement \$230.1 million in private and other financing, for an overall leveraging ratio of 6.7:1 and a residential development leveraging ratio of 5.3:1.

*Table 15: Housing Units Created/Rehabilitated, FY 2004*

Program	Units	CDBG Funding	HOME Funding	Other / Local Funding*	Private Funding
Multi-Family New Construction	566	\$ 984,853	\$ 0	\$ 5,762,615	\$ 62,651,046
Multi-Family Rehabilitation <sup>1</sup>	955	5,400,000	625,983	9,921,910	97,188,726
Single Family New Construction	0	0	0	0	0
Tenant Purchase Prog.	109	2,882,700	0	665,000	0
<b>Total</b>	<b>1,630</b>	<b>\$9,267,553</b>	<b>\$ 625,983</b>	<b>\$ 16,349,525</b>	<b>\$ 159,839,772</b>

<sup>1</sup> With or without acquisition.

\*Note – Count includes HPTF, CIP and LIHTC-funded units.

### ***b. Funding Units by Income Levels and Special Needs:***

DHCD makes every effort to serve the diverse elements of its population through the projects it funds. DHCD requires that its funded projects be barrier-free housing, and it has earmarked local Housing Production Trust Fund monies to ensure that purpose. Table 16 shows the number of units funded by household income level and special needs.

Five Projects funded under DFD project funding by DHCD in FY 2004 were for special needs.

These include:

1. 2721 Pennsylvania Ave. SE—6 units of housing for mentally challenged persons,
2. 3471 14th Street, NW—4 units of housing for mentally challenged persons;
3. Independence Place—21 units of transitional housing;
4. JW Kind Senior Center—74 units of affordable senior rental housing, and
5. George Carver Senior Apts.—103 units of affordable senior rental housing

***Table16: FY 2004 DFD Units Funded: By Income Level and Special Needs***

<b>Funding Category</b>	<b>Special Needs</b>	<b>Extremely Low \$26,100 (0-30%)</b>	<b>Very-Low \$43,500 (31-50%)</b>	<b>Low-Income \$52,200 (51-60%)</b>	<b>Low-Mod \$68,300 (61-80%)</b>	<b>Senior</b>
LIHTC	0	0	0	170	0	0
HPTF	31	226	249	27	1	177
CDBG	0	22	64	221	93	0
HOME	0	0	0	5	11	0
<b>Totals:</b>	<b>31</b>	<b>248</b>	<b>313</b>	<b>423</b>	<b>105</b>	<b>177</b>

Note: See also section (P.63) on ESG/Continuum of Care for additional units assisted by DHCD funding.

Income Limits based on: Household income for 4-person household as used in the RFP for FY 2005 project funding; Individual programs have specific income levels which are used for that funding source.

## **3. Non-Housing Community Development**

### ***Neighborhood Investments-Community Organization Support.***

“Neighborhood Investments” includes a broad range of programmatic initiatives carried out through neighborhood community development organizations working in their local service areas. Grants are based on the capacity of neighborhood community development organizations and tailored to match community needs. In FY 2004, DHCD provided

funding to 18 neighborhood community development organizations for a total of 27 Neighborhood Based Activities. In FY 2004, Neighborhood Based Activities, which totaled CDBG expense of \$6,269,735, included a range of initiatives such as, housing counseling services, small business and commercial corridor development, support for tenants subject to expiring federal subsidies, and façade storefront improvement. Table 19 contains information on key neighborhood based activities' Work Programs and funding for FY 2004.

*Table 17: CDC Neighborhood Investments-Community Organization Support Expense, FY 2004*

Program	Units	CDBG Expense	HOME Expense	Other/Local Expense
Neighborhood-Based Activities	N/A	\$5,620,997	\$0	\$0
	N/A		\$0	\$0
<b>Total</b>	<b>N/A</b>	<b>\$5,620,997</b>	<b>\$0</b>	<b>\$0</b>

One of the most important Neighborhood Based Activities is to sponsor business façade redevelopment projects with local merchants. During FY 2004, the Department's Storefront Façade Program made significant strides. By the end of the fiscal year, 98 façade renovations had been completed in the following commercial districts: Upper Georgia Avenue; H Street, NE; Anacostia; and Minnesota/Benning. In addition, significant retooling of the appropriate policies and parameters of the Façade Storefront Improvement program took place.

Also in FY 2004 DHCD expanded its preventive housing counseling services with a new activity focused on providing training and support for tenants subject to expiring federal housing subsidies. In this activity, DHCD provided training and assistance to over 3,506 tenants in 39 multi-family properties.

*Table 18: Job Creation, Business Counseling and Housing Counseling Funding, FY2004*

Program	Units	CDBG Funding	HOME Funding	Other / Local Funding
DFD Job Creation	4,305	Jobs are created from all projects and all sources		
Small Business TA—Com. Corridor Asstnc.	1,581	\$1,077,593.38		
Housing Counseling	9,331	\$2,016,061.09		
TPTAP Housing Counseling	6,665	\$330,000.00		
<b>Total</b>	<b>21,882</b>	<b>\$2,346,061.09</b>		

### ***Community and Commercial Development***

The District adopted a strategy to create job and business opportunities for District residents as part of its effort to create and maintain healthy and viable neighborhoods. This has several benefits, including a stronger tax base, more stable neighborhoods and more income to afford increasing housing costs.

***Table 19: Community and Commercial Development Expense, FY 2004***

<b>Program</b>	<b>CDBG Expense</b>	<b>HOME Expense</b>	<b>Other/Local Expense</b>
Economic Development Program	\$48,511.	\$0	\$ 440,169
Urban Renewal and Community Development; Property Management	\$ 2,568	\$0	\$0
Community Development Planning Contracts and Studies	\$0	\$0	\$0
Special Grants Program	\$131,344	\$0	\$0
NCRC	\$529,182	\$0	\$0
<b>Total</b>	<b>\$711,605</b>	<b>\$0</b>	<b>\$ 440,169</b>

Among the activities funded under community and commercial development were two Section 108 Loan Service Payments, Mortgage counseling services for HomeFree, USA, technical advice for 320 businesses through the Georgia Ave. Business Resource Center, property maintenance for 25 properties (including salaries and benefits), and processing of abandoned properties for acquisition and sale as affordable housing under the Home Again Program.

An important vehicle for achieving this strategy is the operation of a CDBG-funded micro-loan program through the H Street Community Development Corporation. In FY 2004, DHCD funded micro-loan assistance to the following ventures:

Details on the FY 2004 micro-loan activity:

■ Mb Staffing	\$25,000
New loan made in 2004	
■ BK Henry Funeral Home	\$25,000
New loan made in 2004	

■ Solutions for Hair New loan made in 2004	\$7,000
■ Hillman Barbershop New loan made in 2004	\$20,000
■ Capitol Hill Veterinary Clinic Loan made for salaries, 2002 loan continued to be serviced in 2004	\$25,000
■ Modern Liquors 2003 loan made for working capital, continued to be serviced in 2004	\$25,000
■ Kuumba Kollektibles (Commercial printing) 2003 loan made for working capital, continued to be serviced in 2004.	\$25,000

#### 4. Other Uses

##### General Administration and Overhead

**Table 20: General Administration and Overhead Expense, FY 2004**

Program	Units	CDBG Expense	HOME Expense	Other/Local Expense
General Administration and Overhead	N/A	\$5,512,510	\$589,945	\$2,095,045
<b>Total</b>	<b>N/A</b>	<b>\$5,512,510</b>	<b>\$589,945</b>	<b>\$2,095,045</b>

#### PART 4. PROGRAM PERFORMANCE—CDBG, HOME AND ESG

This part of the CAPER discusses DHCD's use of Community Development Block Grant (CDBG) funds, as required by 24 CFR<sup>2</sup> 91.520(c), and use of HOME and ESG funds in FY 2004.

<sup>2</sup> Code of Federal Regulations.

## CDBG PROGRAM PERFORMANCE

*Use of CDBG to meet the District's priority needs:* The long-term priority areas for community planning and development initiatives in the Five-Year Consolidated Plan are:

- Homebuyer Assistance and Housing Recycling and Preservation
- Affordable Housing Production
- Community Organization Support, and
- Economic and Commercial Development

DHCD spent \$20.7 million of CDBG funds in FY 2004 that, along with other federal and local funding sources, assisted in the acquisition, disposition, rehabilitation, conversion and production of 1,630 affordable housing units. (1,521 + 109) The increase in supply is a key step in reducing the barriers to affordable housing, along with efforts described above to promote fair housing. Details on the CDBG-funded rehabilitation portion of this investment are shown in the sidebar to the right. Moreover, this assistance helped create 2,331 temporary jobs, thereby increasing individual incomes.

### Summary: CDBG (and Other)-Funding for Rehabilitation

29 single family units:	
CDBG funds:	\$ 703,713
Other funds:	385,096
381 multi-family units:	
CDBG funds:	\$20,786,769
Other funds:	9,702,010

DHCD's provision of \$5.6 million to neighborhood community development organizations has enabled them to provide technical assistance to 1,581 small businesses and housing counseling to 9,331 households. All of these accomplishments promote the District's *anti-poverty strategy* by increasing economic opportunities in underserved neighborhoods. The Department also provided 29 loans and/or grants for single family residential rehabilitation in FY 2004.

Completion of planned actions: DHCD has pursued all of the resources in its Consolidated Plan, which primarily are leveraged dollars for the CDBG and HOME programs. DHCD also has provided local funds to augment its budget in pursuit of housing and community development goals. Its local and other (including loan repayments) public funds budget was \$51,832,409 including \$40,124,693 in local Housing Production Trust Fund dollars. DHCD uses its compliance checklist, which is jointly completed by the project manager and the Office of Program Monitoring, to ensure that proposals address national CDBG objectives and local Consolidated Plan goals, and that applicants meet CDBG eligibility requirements.

*Income beneficiaries:* 89.63% of the District's CDBG funds have been used to provide benefits directly to low- and moderate-income persons.(PR26, line 22) Funded projects

include either housing for income-eligible households or commercial and community facilities and infrastructure projects in census tracts that are CDBG-eligible.

DHCD's proposed and actual awards for CDBG-funded projects are shown in Table 21: The full list of CDBG-funded development projects is also shown in the list of *all* Development Finance projects funded in FY 2003 from *all sources* in Appendix A.

*Table 21: CDBG Proposed and Actual Project Awards, FY 2004*

Proposed Project	Proposed Amount	Actual '04 Amt.
4920 a Street SE	\$ 367,000	\$ 367,000
1428 Euclid Street, NW Tenants Assn.	800,000	800,000
Apartment Improvement Program	170,000	170,000
16 & Monroe Street, NW	765,700	765,700
Covington Family Association Cooperative	950,000	950,000
DC Housing Authority – Eastgate HOPE VI Pre-development	368,504	368,504
Savannah Heights	1,000,000	984,853
Dunlop Building Demolition	847,000	847,000
Anacostia Gateway Government Center	400,000	400,000
Oxford Manor Apartments	4,000,000	4,000,000
The ARC – Additional Funding	250,000	3,000,000*
DC Housing Authority – ADA Compliance Improvements	1,400,000	1,400,000
Carver Terrace Community Center	350,000	350,000

- Large additional construction costs were quantified between time of the application and the completion of underwriting.

#### **FY 2004 Development Projects Funded--- CDBG, and HPTF :**

(See page 51 for HOME- funded projects.)

DHCD provided funding for the following housing and community development projects, which were selected through its competitive funding process:

<b>CDBG Projects</b>	<b>\$ Amount</b>
Savannah Heights .....	984,853



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Oxford Manor Apartments.....	4,000,000
The ARC, Additional Funding.....	3,000,000
Carver Terrace Community Center .....	350,000

**TOTAL .....** **\$8,334,853**

**HPTF Projects (Housing Production Trust Fund)**

Carver Terrace Apartments.....	985,000
Immaculate Conception Apartments .....	2,187,577
2721 Pennsylvania Avenue SE .....	174,548
3471 14TH Street, NW .....	368,504
Independence Place .....	1,300,000
Howard Hills Apartments.....	2,062,497
JW King Senior Center.....	2,120,000
George Washington Carver Senior Apts. ....	1,200,000
Jubilee Housing Renovation.....	2,000,000

**TOTAL .....** **\$12,398,126**

**Relocation:** In FY 2004, only one project had tenants and required the submission and approval of temporary relocation plans – Oxford Manor Apartments. The developer of this project is temporarily relocating tenants to other vacant units on their project sites to the extent possible in order to avoid relocation to off-project sites.

It is DHCD's policy to minimize displacement in all its projects. Each program officer in the Development Finance Division keeps track of any relocation required for a project. Project Managers review developers' plans and revise those plans as necessary to minimize displacement. Where relocation is required, the project managers ensure, as part of the underwriting process, that the relocation plans are adequate and are funded as part of the project development costs. A number of DFD project managers have received training in the Uniform Relocation Act (URA). Development Finance also has convened a team to oversee project compliance, including URA compliance, and to update the Division's operating protocols to ensure that all specialized monitoring disciplines are being addressed.

Any required relocation generated by DHCD's single family rehabilitation projects is incorporated into each project work plan, and associated costs are factored into the budget.

**Program changes:** While DHCD has used CDBG successfully to carry out its programs, DHCD nonetheless makes changes as needed. Changes related to CDBG-funded programs and activities include:

- DHCD continues to strengthen the monitoring protocols for its Development Finance Division programs and for the Neighborhood Investments Program,
- DHCD increased the potential for HPAP recipients to purchase homes in the current very competitive residential real estate market by obtaining from the Council of the District of Columbia an increase in the subsidy provided to very low- and low-income households under its Home Purchase Assistance Program (HPAP). HPAP does receive CDBG funds in some years.
- DHCD's consolidated façade improvement program is developing more effective policies for those projects leading to completion of efforts that had languished for more than a year.

DHCD's programs have been designed to meet the HUD national objectives of benefiting low- and moderate-income persons, and elimination of slums and blight (through, for example, acquisition, disposition and rehabilitation).

## HOME PROGRAM PERFORMANCE

This part of the CAPER discusses DHCD's use of HOME Investment Partnerships Program funds, as required by 24 CFR 91.520(d).

***Distribution of Funds:*** DHCD committed HOME funds (from various fiscal years) in FY 2004 as shown in Table 24.

*Table 22: HOME Fund Investments, FY 2004*

Investment	Project Type	Units	HOME Funds
924 S Street, NW	Land Acquisition		\$ 50,000.00
1327 Kenyon Street, NW Cooperative	Land Acquisition		150,000.00
Various (HPAP)	Single Family Home Purchase	29	476,149.81
Various (DC HFA subsidy)	Single Family Home Purchase/Rehab	3	157,054.14
Dubois Gardens Condominium	Acquisition, Pre-development	17	425,983.00
<b>TOTAL</b>		<b>49</b>	<b>\$ 1,259,186.95</b>

***Discussion of HOME Investments:*** Both the 924 S Street NW and 1327 Kenyon Street, NW land acquisitions were done as part of a DHCD community land trust program that assures continuing affordability of housing units by DHCD acquiring the property underlying the housing units. The Dubois Gardens Condominium (Dubois Gardens) was executed using \$500,000 in funding that was committed early in FY 2004 to meet the 2003 November CHDO set aside deadline. The executed \$425,983 Dubois Gardens funding was disbursed for acquisition and pre-development purposes.

DHCD issued approved, executed letters of commitment in FY 2004 \$3.25 million in HOME funds for Victory Heights, a 74-unit senior affordable rental building and \$950,000 in HOME funds for 4211 2nd Street, NE, a 23-unit affordable rental rehabilitation. Both of these projects were funded in HUD IDIS. (Total: \$4,200,000) Execution of both projects' contracts and disbursement of funds will not occur until the first quarter of 2005.

The projects cited above utilized HOME program funds for property acquisition and housing rehabilitation activities, to support both homeownership and rental housing development. All HOME-funded units (Table 24) meet the Section 215 requirement for affordability.

**CHDO Set Aside:** DHCD committed the following funds for FY 2005 to meet the FY 2004 CHDO set-aside requirement by the November deadline:

- New Columbia Land Trust – 6 units on various sites----\$866,826
- Marshall Heights Community Development Corporation – pre-development loan----\$70,000

**Program Income:** HOME program income of \$940,719 was recycled through the Construction Assistance Program of the Development Finance Division.

**Match Requirement:** The District was subject to a 12.5 percent matching fund contribution requirement for the HOME Program in FY 2004. The IDIS PR 33 report shows that the matching fund contribution required for FY 2004 is \$172,886.74, based on a "Disbursements Requiring Match" figure of \$1.38 million. DHCD provided this match through Housing Production Trust Fund-financed investments in housing that met the HOME definition of affordable housing. (See HOME Match Report, Appendix E.)

**HOME Monitoring:** In FY 2004, The Department implemented its long-term monitoring for HOME-funded units based on the HOME Monitoring Guide developed for DHCC with HUD's technical assistance. DHCD accomplished the following in implementing its HOME Monitoring Program:

### **1) Record Keeping: Database and Files**

- a) Staff identified HOME rental and ownership projects and designed a database to capture pertinent HOME information for each type of project (homeownership or rental). The DFD HOME PROJECTS database currently lists a total of approximately 1,190 HOME funded units.
- b) Staff established an order for monitoring files and created a file for each HOME project included in DFD's HOME PROJECT database.

### **2) Process: Initiating Long-Term Monitoring of HOME Projects**

Staff established a methodology for long-term monitoring processes and activities for all completed HOME projects. Attention is currently focused on HOME projects currently underway in order to ensure that all developers are aware of and understand the HOME monitoring requirements and implement the appropriate processes in their leasing and project management activities

### **3) Field Work: Conducted Field and Unit Inspections of All Completed Rental Units**

Staff has conducted field inspections of all completed HOME rental projects in its database and has completed unit inspections of a majority of those units. Staff has conducted physical inspections for 20% of HOME-funded units and reviewed the household tenant files for compliance with HOME rules and regulations.

#### **4) Outreach, Education and Compliance: Informed Property Owners and Managers of HOME Responsibilities**

Staff sent a letter to all completed HOME rental property owners and managers and HOME developers of ownership units currently in the database, informing them of the requirements of HOME and their responsibilities thereto. The letter was accompanied by a HOME Program Summary document, a HOME Occupancy and Rent Reporting Form and Certification document or a HOME Occupancy/Ownership Reporting Form and Certification and suggested financial reporting forms.

Staff has conducted site visits with the property manager of each completed data based HOME rental project to discuss the Introductory Letter and any other questions or issues regarding the HOME requirements.

#### **5) Compliance and Monitoring:**

Performing Review of Tenant Files - Staff has begun the review of tenant files for HOME rental projects currently in the database.

a) Reviewing Rent Reporting and Certification Documents, Conducting Tenant File Reviews and Setting Annual Reporting Dates.

Staff is currently receiving clients' draft HOME rental projects' Rent Reporting and Certification documents, reviewing them and providing site/property managers with comments which are to be incorporated into a final Rent Reporting and Certification document for final review and approval.

Staff completed reviews of 2003 projects in 2004 and is now proceeding with monitoring projects completed in 2004.

b) Reviewing Occupancy/Ownership Reporting and Certification Documents and Assembling Copies of the Deeds of Trust Containing the HOME Covenants and Conditions for Each Ownership Unit.

Staff is receiving from developers lists of ownership units and is in the process of obtaining copies of all relevant Deeds and Deeds of Trust containing the appropriate HOME covenants and conditions per unit.

**Affirmative Marketing Actions:** The DHCD has ensured affirmative marketing actions of all HOME funded housing activities containing five units or more, in accordance with 24 CFR 92.351. Following is the city's method for ensuring regulatory compliance:

Application packages for HOME program funded activities contain information for owners, the general public and tenants that specifically explain fair housing requirements. Owners are informed that they must make good faith efforts to provide information and otherwise attract eligible persons from all racial, ethnic, and gender groups in the District to occupy the available housing units. The Equal Housing Opportunity slogan is used in press releases and on information soliciting owner participation.

DHCD requires owners of HOME-assisted activities to adhere to the following practices in order to carry out the District's affirmative marketing procedures:

- Use the Equal Housing Opportunity logo/slogan or statement in any advertising or solicitation for tenants.
- Display fair housing posters wherever applicants are accepted.
- Inform and solicit applications for vacant units for persons in the housing market who are most likely to apply for rehabilitated housing without special outreach.
- Inform community agencies of the availability of units in order to reach the Hispanic community.
- Accept referrals from the D.C. Housing Authority.
- Use information supplied regarding apartment buildings occupied by community organizations and churches whose members are non-minority and are located in the various neighborhoods in which the program operates.

Through the HOME funding agreement, requirements and practices to which each owner must adhere in carrying out the HOME affirmative marketing procedures and requirements are delineated. DHCD provides internal support to the owners through its network of community organizations, churches, employment centers, fair housing groups and housing counseling agencies. In addition, commercial media, community contacts, equal opportunity logo and slogan and the display of the fair housing poster are used in requiring each owner to adhere to affirmative marketing procedures.

DHCD maintains a record of the frequency and type of information sent to community organizations with which it maintains contact. A record of the applicants responding

and actual tenants accepted as a result of DHCD's outreach efforts is maintained for monitoring and assessment purposes. The District will meet the racial, ethnic and gender characteristic record keeping requirements as contained in Section 92.351 concerning tenancy before and after rehabilitation, and relocation data for displaced households.

DHCD will assess the affirmative marketing effort of owners by means of an agreement with the owner that shall be applicable for a period of 15 years (or other appropriate time period as determined by HUD requirements) beginning on the date on which all units in the project are completed. The assessment will be in the form of a determination of whether or not the owner has followed the criteria established for affirmative marketing efforts.

In implementation of the affirmative marketing requirements, the District complies with the laws and authorities referenced in 24 CFR 92.350 to assure nondiscrimination and equal opportunity in the use of its HOME funds.

Further, the District complies with the requirements of the Fair Housing Act, 42 U.S.C. 3601-20, and implementing regulations at 24 CFR 100, Executive Order 11063, as amended by Executive Order 12259 (Equal Opportunity in Housing) and implementing regulations at 24 CFR 107; Title VI of the Civil Rights Acts of 1964, 42 U.S.C. 200d and implementing regulations at 24 CFR 1; the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975; 42 U.S.C. 6101-07 and implementing regulations at 24 CFR 146; and the prohibition against discrimination on the basis of handicap under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR Part 8; which provide that no person in the United States shall on the grounds of race, color, national origin, age or handicap be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant received Federal financial assistance and will take the measures necessary to effectuate this assurance. This assurance shall obligate the property owner, or in the case of any transfer of such property, and transferee, for the period during which the real property or structure is used for the purpose for which the HOME grant funds were expended.

DHCD complies with Executive Order 11246 and the implementing regulations at 41 CFR Chapter 60, which provide that, *"no persons shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal or federally-assisted construction contract"*, and with the requirements of Section 3 of the Housing and Urban Development Act of 1968; 12 U.S.C. 1701 u (Employment Opportunities for Businesses and Lower Income Persons in Connection with Assisted Projects).



The District ensures that property owners certify that contractors and subcontractors will take affirmative action to ensure fair treatment in employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training and apprenticeship; and to the greatest extent possible, will assure that opportunities for training, employment and contracts in connection with HOME assisted projects be given to lower-income residents and businesses in the project area.

The District affirmatively furthers fair housing in its HOME Program in accordance with the certification made with its Consolidated Plan pursuant to the actions described at 24 CFR 91.225.

***Minority Participation in the HOME Program:*** The application materials for HOME Program funding (and all DFD funding) include Affirmative Action Plan requirements. The Affirmative Action Plan requirements establish goals for Local Small, Disadvantaged Business Enterprise participation in construction jobs provided and for the contractors and subcontractors hired for projects.

## ESG PROGRAM PERFORMANCE

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The Emergency Shelter Grant (ESG) program supports the District's homelessness Continuum of Care and the relevant objectives of the Consolidated Plan. The Office of the Deputy Mayor for Children, Youth Families and Elders provides ESG funds via a sub-recipient agreement with the Community Partnership for the Prevention of Homelessness.

### 1. Fiscal Year 2004 Accomplishments and Assessment

The Emergency Shelter Grant (ESG) program exceeded its FY 2004 Action Plan goals. During the fiscal year, eviction prevention grants prevented 104 individuals and 291 families from becoming homeless. Four shelters and 1,399 shelter beds were renovated; and 209 families were sheltered due to ESG support for operations of a 45-family shelter at 1448 Park Road NW and the 28-family shelter at 1433-1435 Spring Road NW. (Table 3 on page 7)

Tables 23 and 24 show the ESG expenditures and accomplishments for FY 2004.

*Table 23: Homeless Support Expense, FY 2004*

Program	Units	ESG Expense
Emergency Shelter Grant Program	N/A	\$1,768,629
<b>Total</b>	<b>N/A</b>	<b>\$1,768,629</b>

*Table 24: Accomplishments In Homeless Support, FY 2004*

Activity/Service	Planned	Actual
<b>Eviction Prevention grants</b>	<b>187/94*</b>	<b>291/104</b>
<b>Families provided shelter</b>	<b>45</b>	<b>209</b>
<b>Renovated Beds/Shelters</b>	<b>1300 beds</b>	<b>1399 beds</b>

\*families/adults START HERE FRIDAY.

## 2. Distribution of Funds by Goals:

**Prevention:** Prevention funds for the DC Emergency Assistance Fund are awarded through a Memorandum of Agreement that established a mutually beneficial partnership wherein ESG funds are supporting a citywide homeless prevention effort managed by the Foundation for the National Capital Region, which receives other prevention funds from the Fannie Mae Walkathon that occurs each November.

**Essential Services/Shelter Operations:** The Community Partnership, in concurrence with the Department of Human Services (DHS), entered into a lease agreement with the owner of 1448 Park Road, NW when the former operator of this family shelter went out of business. Because of the importance of this site (the largest apartment-style shelter in the city's Continuum of Care), the difficulty of finding such units, and the relatively inexpensive lease cost of the units (averaging about \$530 a month), DHS and the Partnership concluded to lease the site and keep it in the inventory. The contract with the former operator had included funds for leasing the building. When the new shelter operator was chosen, the leasing of the building was separated from the services contract.

**Staff, Operating Cost and Administration:** These costs are shared between the Office of the Deputy Mayor for Children, Youth, Families and Elders and the Community Partnership. Since the Community Partnership assumed responsibilities in 1994 for building and managing the city's Continuum of Care, DHCD has subgranted ESG funds to the Partnership and split the costs of administration.

In FY 2004, using ESG funds, the Community Partnership paid for the following activities as planned per its FY 2004 spending plan:

■ **Prevention/Emergency Assistance Grants for Families and Adults- \$375,000.00**

■ **Goal:** Grants were to be made to 187 families and 94 adults through the Emergency Assistance Fund and neighborhood-based Family Support Collaboratives.

■ **Actual:** 291 families and 104 adults were assisted using \$263,565 in ESG 2002 funds and \$93,349 in ESG 2003 funds. The total expenditure of \$355,912 was slightly less than anticipated, but the performance goals were exceeded.

■ **Essential Services/Shelter Operations** **\$ 492,900.96**

■ **GOAL:** Grants were to be made for the cost of rent at the Park Road Family Shelter (45 units), rent at the Spring Road Family Shelter, Supplies for the New York Avenue Shelter, Hypothermia Supplies and Security Wants.

■ **Actual:** A total of \$491,170.57 was paid in expenses for Shelter Operations. Rent for the 45-family shelter, the Park Road Family Shelter, was \$211,780.47. Additional carryover funds were added to the ESG 2002 contract from ESG 2000 and ESG 2001 funds.

■ **Additionally:** Shelter Operations funds funded the following:

- Three months rent at the Spring Road Shelter (28 family units)
- Start-up costs at the New York Avenue Shelter (200 adult-men)
- (supplies totaling \$112,591.94)
- Carryover funds were used to increase security at shelters, and (\$20,000) to purchase hypothermia supplies.
- Emergency repairs were funded at the John Young Center that houses 185 women. (\$1,500)

■ **Renovation and Rehabilitation** **\$ 470,731.79**

■ **GOAL:** ESG 2003 recitals called for \$470,731.79 in ESG funds to be spent as needed on improving the District's Continuum of Care facilities with a goal of improving facilities that contain at least 1,300 beds.

■ **Actual:** ESG02 funds in the amount of \$125,534.00 and \$188,958.71 of ESG 03 funds were used during FY 2004. Additionally, ESG 00 funds of \$279,589.98 and \$302,950 in ESG 01 funds were used for renovation, bringing the total spend on renovation in FY 2004 to \$897,031.85. These funds were committed to rehabilitate shelters for singles and one for families; for a total of 1,399 beds, which exceeded the goal.

■ **Staff, Operating Costs and Administration** **\$ 41,400.00**

■ **GOAL:** Funds were to cover a portion of administrative costs (\$20,700) for The Community Partnership's staff involved in the ESG program, and fiscal monitoring of ESG-funded activities. The Office of the Deputy Mayor for Children, Youth Families and

Elders (ODMCYFE) retained \$20,700 of the grant for its monitoring and administration of the ESG program.

- **Actual:** The Community Partnership for the Prevention of Homelessness drew down its administrative funds in FY 2004 using \$20,700 of ESG 02 funds and \$5,543.87 of ESG 03 funds. The ODMCYFE decided to forego their administrative allocation, and on June 4, 2004, sent a grant modification notice to the Partnership re-allocating the \$20,700 originally allocated to the ODMCYFE office overhead to Prevention activities.

### 3. ESG Matching Funds

In addition to its federal ESG funds, the District provided local matched dollars to support outreach and prevention services; support shelter operations and fund renovation of shelter space. The District works to provide assistance for the homeless through community-based organizations, faith-based organizations and other non-profit service providers.

*Table 25: Local ESG Match Expenditures for 2004*

#### **Prevention/Emergency Assistance Grants**

Nonprofit Organization	Funding Source	Funding Level
Virginia Williams Family Resource Center (Family Central Intake) – operated by the Coalition for the Homeless	TANF block grant allocated by DHS, funding staff salaries	\$383,001.09
<b>Total Prevention</b>		<b>\$383,001.09</b>

#### **Essential Services/Shelter Operations**

Shelter Operations	Funding Source	Funding Level
Park Road Family Shelter, 1448 Park Rd NW	TANF and local funding, DHS Appropriation funding program costs	\$555,328.94
Spring Road Family Shelter, 1433/1435 Spring Rd. NW	TANF and local funding, DHS Appropriation funding program costs	\$607,913.00
New York Avenue Shelter, 1355 New York Ave. NE	Local funding DHS Appropriation funding program costs	\$547,500.00
<b>Total Shelter Operations</b>		<b>\$1,410,741.94</b>

#### **Renovations and Rehabilitation**

Site	Capacity	Funding Source	Funding Level
DC Village (maintenance)	68 families	DHS TANF Appropriations for staff salaries	\$719,863.30
LaCasa Shelter	100 men	Fair Market Rental Value	\$86,160.00
Blair Shelter	100 men	Fair Market Rental	\$90,415.00

Site	Capacity	Funding Source	Funding Level
		Value	
Crummel School Trailers	144 men	Fair Market Rental Value	\$43,953.00
Federal City Shelter, CCNV, John Young Center	975 men and women	Fair Market Rental Value and DHS utility payments	\$558,000.00
MLK Trailers	108 men	DHS local appropriations for staff salaries	\$294,341.00
<b>Total Renovations and Rehabilitation</b>			<b>\$897,032.69</b>
<b>Grand Total</b>			<b>\$1,792,642.30</b>

#### 4. ESG MONITORING

During fiscal year 2004, DHCD reviewed the A-133 report for FY 2003 issued by Thompson, Cobb, Basilio and Associates, independent auditors who audited the Community Partnership. DHCD concurred with corrective action plan issued by the Partnership.

The ODMCYFE monitors the activities of the Community Partnership by requiring extensive documentation for prevention and shelter operations activities. Renovation spending is monitored with assistance of the DHS Facilities Management Oversight Division which conducts site visits on behalf of the ODMCYFE.

#### CONTINUUM OF CARE AND SPECIAL NEEDS HOUSING

The Emergency Shelter Grant (ESG) program supports the District's homeless Continuum of Care and the related objectives of the Consolidated Plan that provide for homeless and special needs populations. An overview of the District of Columbia's current homeless problems and the policy objectives for ending homelessness is provided in the discussion that follows of *Homeless No More*. Within this overall context, ESG funds will continue to support prevention efforts and facilities operating at the entry point of the Continuum of Care, in order to maintain and improve those facilities even while the District works to build the permanent affordable and supportive housing that will end homelessness over time.

The following discussion provides the context for understanding the District's larger, multiyear effort to abate and end homelessness.

## Discussion

(Excerpted from "Homeless No More: A Strategy for Ending Homelessness in Washington, D.C. by 2014", the District's 10-year plan):

In 2002 and 2003 an estimated 16,000–17,500 people were homeless at some point during the year (annually). As many as 2,000 of these are "chronically homeless" persons who lived either in shelters or on the streets throughout the year. At the point-in-time enumeration undertaken on January 21, 2004 by the Metropolitan Washington Council of Governments (COG), about 8,250 persons were counted by public and private programs within the Washington, D.C. homeless Continuum of Care. About 6,100 of these persons were *literally homeless* – i.e., on the streets, in shelters or in transitional facilities. Another 2,150 persons were counted in 2004 as *permanently supported homeless* who are living within permanent supportive housing. Although included in the overall count of "the homeless," homelessness has effectively ended for these persons in supportive housing but could easily re-occur without ongoing support.

Over the last ten years the District and many private agencies have created one of the largest homeless Continuum of Care systems in the nation both to relieve the immediate suffering of people without shelter and help them with obtaining and keeping permanent housing. There are currently enough public and private beds to shelter or house about 8,875 persons, enough to serve 1-in-13 of all District residents living in poverty. A HUD report to Congress showed that the District has a rate of homelessness and shelter usage among single adults in poverty higher than New York City or Philadelphia. Another HUD report showed that the District's Continuum has more Continuum of Care beds per persons in poverty than other major cities such as Boston and San Francisco.

*Table 26: Change in Publicly Supported Beds—1994-2004*

	THE LAST TEN YEARS Publicly-supported beds			
	1994		2004	
	Beds	%	Beds	%
Emergency 12-24 Hr	3,331	75%	2,891	40%
Transitional	744	17%	1,808	25%
Permanent Supportive	381	9%	2,543	35%
<b>TOTALS</b>	<b>4,457</b>	<b>100%</b>	<b>7,241*</b>	<b>100%</b>
*increase of 62% in number of beds available				
Overnight 12-hr Shelter**				
"Low-barrier shelter"	1,144	26%	1,171	16%
** a subset of emergency shelter beds				

As displayed in the table above, the District's publicly supported homeless system has not only grown in size, adding about 2,800 new beds since 1994, but has become more diverse in its composition and now offers more beds and services focused on ending homelessness one person, one family at a time. Improvements to the Continuum have been ongoing. The 10-year plan includes strenuous new efforts to continue making the Continuum and its facilities get better along the entire Continuum from emergency shelters to permanent supportive housing.

On an annual basis District agencies spend over \$25 million on programs targeted to the homeless, HUD contributes another \$15 million in McKinney-Vento Act funding, philanthropies contribute more than \$5 million, and private donations and faith-based programs contribute millions more.

Despite these investments of knowledge, energy, resources and dollars, homelessness persists in the District and has increased by about 10% since 2002 including the addition of more permanent supportive housing that has become a larger component of the District's Continuum of Care. The problem at the emergency end of the Continuum, especially for families, has been exacerbated lately by the rising cost of rental housing and could get worse without an increase in the federal government's commitment to affordable housing. The D.C. Housing Authority has on its waiting list for Housing Choice Vouchers about 16,000 households who have claimed a homeless preference, a figure which indicates that over an extended period of time many households have faced a homeless crisis and, although the vast majority of these households are not currently homeless, nevertheless their wait for a housing subsidy continues.<sup>3</sup>

To deal with such issues and to get beyond this recurring cycle of homelessness and seemingly endless allocation of substantial resources to ends far less than satisfactory, the Mayor of the District of Columbia is committing the DC government to build a neighborhood centered, mainstream funded, and housing focused system to end homelessness as we now know it within the next 10 years.

The District's 10-year plan to end homelessness rests on three centerpiece policies:

1. Increase homeless prevention efforts within local and federal government.
2. Develop and/or subsidize at least 6,000 units of affordable, supportive permanent housing to meet the needs of D.C.'s homeless and other very low-income persons at risk of homelessness.
3. Provide wraparound mainstream supportive services fully coordinated with Continuum of Care programs and special needs housing.

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<sup>3</sup> The 16,000 figure is almost three times the number of "literally homeless" who were counted on the street, in shelters and transitional housing in January 2004. The DCHA list is including households that were assigned a homeless preference sometime in the last several years. An important data collection task that lies ahead for this plan will be to look at which households on the DCHA list are *currently* homeless.

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In short, the goals focus on 1) keeping as many people as possible from becoming homeless in the first place through direct prevention efforts and increasing the supply of affordable housing; and 2) enriching the homeless Continuum at all levels with supportive services that rapidly re-house persons with and without special needs. This refocuses the city's efforts over time from a "shelter first" to a "housing first" model that ends homelessness.

Within this general context ESG funds will continue to be used to support Policy Goal #1 to prevent homelessness and to maintain and improve the entry level of the Continuum of Care. Over the ten years of the Mayor's plan, the City plans to replace current emergency shelters with easy-access, rapid-exit "housing assistance centers" founded upon a new social contract. Those who can help themselves will take personal responsibility for their self-sufficiency and be helped to achieve this through on-site, mainstream case management, clinical, and employment services. ESG funds will be helpful in supporting both the operations and services of Housing Assistance Centers.

### ***FY 2004 Continuum of Care***

#### **Utilization of McKinney-Vento Act "Continuum of Care" Funds**

The FY 2004 Action Plan states that the District and Community Partnership will continue to seek McKinney-Vento Act "Continuum of Care" funds to maintain and build its system of care for homeless people. In FY 2004, the Community Partnership received \$12.9 million from its FY 2003 "Continuum of Care" application to HUD and in FY 2004 submitted an application for \$17.1 million in McKinney-Vento funds, most of that for renewals. The following project priorities chart is taken from the FY 2004 Continuum of Care application:

*Table 27: Continuum of Care Project Priorities*

<b>2004 Continuum of Care: Project Priorities</b>							
<b>Applicant</b>	<b>Project Sponsor and Project Name</b>	<b>Numeric Priority</b>	<b>*Requested Project Amount</b>	<b>Term of Project (yrs.)</b>	<b>Program</b>		
					<b>SHP New</b>	<b>SHP renew</b>	<b>S+C renew</b>
The Community Partnership	The Community Partnership/ Housing First Chronic Homeless Initiative #2	1	\$875,000	3	<b>X</b>		
The Community Partnership	US Vets/ DC Metro Permanent Housing	2	\$300,000	3	<b>X</b>		
The Community Partnership	Community Council for the Homeless at Friendship Place/ Friendship Permanent SHP	3	\$325,000	3	<b>X</b>		
The Community Partnership	The Community Partnership/ Dedicated HMIS Expansion	4	\$75,000	1	<b>X</b>		
The Community Partnership	The Community Partnership/	5	\$266,084	1		<b>X</b>	

**2004 Continuum of Care: Project Priorities****Program**

<b>Applicant</b>	<b>Project Sponsor and Project Name</b>	<b>Numeric Priority</b>	<b>*Requested Project Amount</b>	<b>Term of Project (yrs.)</b>	<b>SHP New</b>	<b>SHP renew</b>	<b>S+C renew</b>
	Housing First Chronic Homeless Initiative #1						
The Community Partnership	Catholic Charities Mulumba House	6	\$245,422	1		X	
The Community Partnership	DC Central Kitchen Employment Program	7	\$87,850	1		X	
The Community Partnership	Coalition for the Homeless/Blair TRP	8	\$204,748	1		X	
The Community Partnership	Coalition for the Homeless Employment	9	\$333,913	1		X	
Sasha Bruce Youthworks	Sasha Bruce Independent Living Program #1	10	\$67,628	1		X	
Sasha Bruce Youthworks	Sasha Bruce Independent Living Program #2	11	\$129,593	1		X	
The Community Partnership	Bright Beginnings/Day Care	12	\$175,219	1		X	
The Community Partnership	Christ House	13	\$899,866	1		X	
The Community Partnership	Neighbor's Consejo	14	\$149,203	1		X	
House of Ruth	House of Ruth Reunified Families	15	\$84,383	1		X	
The Community Partnership	New Endeavors by Women/New Expectations	16	\$210,119	1		X	
Transitional Housing Corp.	THC/Partner Arms 1	17	\$127,385	1		X	
The Community Partnership	House of Ruth/New Beginnings (WIR)	18	\$134,835	1		X	
The Community Partnership	Calvary Women's Services/Transitional Program	19	\$142,306	1		X	
The Community Partnership	Green Door Permanent	20	\$144,758	1		X	
House of Ruth	House of Ruth Unity Inn #1	21	\$34,657	1		X	
House of Ruth	House of Ruth Unity Inn #2	22	\$79,929	1		X	
The Community Partnership	Latin American Youth Center/ Latino Transitional Housing Partnership	23	\$580,428	1		X	
So Others Might Eat	SOME/Maya Angelou & Harvest House	24	\$513,941	1		X	
The Community Partnership	New Hope Ministries Safe Haven	25	\$232,880	1		X	
House of Ruth	House of Ruth Kidspace #1	26	\$202,832	1		X	
The Community Partnership	House of Ruth Kidspace #2	27	\$83,511	1		X	
House of Ruth	House of Ruth Kidspace #3	28	\$204,916	1		X	
House of Ruth	House of Ruth Herspace	29	\$321,806	1		X	

**2004 Continuum of Care: Project Priorities****Program**

<b>Applicant</b>	<b>Project Sponsor and Project Name</b>	<b>Numeric Priority</b>	<b>*Requested Project Amount</b>	<b>Term of Project (yrs.)</b>	<b>SHP New</b>	<b>SHP renew</b>	<b>S+C renew</b>
Sasha Bruce Youthworks	Sasha Bruce Youthworks/ Olaiya's Cradle	30	\$189,058	1		X	
The Community Partnership	Miriam's House	31	\$141,214	1		X	
The Community Partnership	Rachael's Women's Center/ Permanent Housing	32	\$165,819	1		X	
The Community Partnership	Catholic Charities Tenant Empowerment Network	33	\$257,404	1		X	
The Community Partnership	Coates and Lane Foundation/ Supported Housing Program	34	\$346,324	1		X	
So Others Might Eat	SOME/ Mickey Leland Place	35	\$101,333	1		X	
House of Ruth	House of Ruth Madison Transitional	36	\$144,083	1		X	
The Community Partnership	Community Family Life Services/ Brandywine Apts	37	\$196,569	1		X	
Catholic Charities	Catholic Charities/St. Martin's House	38	\$168,641	1		X	
The Community Partnership	THC/ Partner Arms II	39	\$154,483	1		X	
The Community Partnership	Unity Health Care @ Federal City Shelter/CCNV	40	\$190,522	1		X	
Community Family Life Services	CFLS/ Family Support Collaborative	41	\$364,761	1		X	
The Community Partnership	Community Connections/Girard Street	42	\$121,728	1		X	
The Community Partnership	Catholic Charities Mt. Carmel House	43	\$189,000	1		X	
So Others Might Eat	SOME/Exodus House	44	\$323,673	1		X	
The Community Partnership	Gospel Rescue Ministries	45	\$100,905	1		X	
The Community Partnership	Community Connections G Street/HIV	46	\$132,300	1		X	
The Community Partnership	Community Connections Trauma	47	\$109,725	1		X	
Coalition for the Homeless	Coalition for the Homeless/Spring Road	48	\$171,453	1		X	
The Community Partnership	JHP, Inc. (formerly Jobs for Homeless People)	49	\$141,957	1		X	
Families Forward	Families Forward 1	50	\$229,046	1		X	
Community Family Life Services	Community Family Life Services Trinity Arms	51	\$140,205	1		X	

**2004 Continuum of Care: Project Priorities****Program**

<b>Applicant</b>	<b>Project Sponsor and Project Name</b>	<b>Numeric Priority</b>	<b>*Requested Project Amount</b>	<b>Term of Project (yrs.)</b>	<b>SHP New</b>	<b>SHP renew</b>	<b>S+C renew</b>
The Community Partnership	Woodley House/ Holly House	52	\$86,003	1		X	
Families Forward	Families Forward 2	53	\$201,224	1		X	
Community Connections	Community Connections – TLC	54	\$106,864	1		X	
The Community Partnership	Community Family Life Services/ Family Reunification	55	\$176,226	1		X	
Salvation Army	Salvation Army/Harbor Light Treatment Center	56	\$475,935	1		X	
Hannah House	Hannah House THEIRS Reunification	57	\$148,115	1		X	
Community Connections	Community Connections Training Apts	58	\$98,175	1		X	
Coalition for the Homeless	Coalition for the Homeless/HELP Project	59	\$113,825	1		X	
Families Forward	Families Forward 3	60	\$191,160	1		X	
The Community Partnership	Access Housing Chesapeake House	61	\$293,914	1		X	
Office of Research & Analysis	TCP/ 1993 SRA Renewal	62	\$1,916,976	1			X
Office of Research & Analysis	TCP/ 1993 TRA Renewal	63	\$487,668	1			X
Office of Research & Analysis	TCP/ 2003 SRA Renewal	64	\$686,184	1			X
Office of Research & Analysis	TCP/ 2003 TRA Renewal	65	\$282,024	1			X
DC Department of Health	Agency for HIV/AIDS/ S+C Renewal SRA with Community Connections	66	\$330,964	1			X
DC Department of Health	Agency for HIV/AIDS/ S+C Renewal TRA with Community Connections	67	\$188,928	1			X

**Total Requested****Amount: \$17,097,600**

- Special Needs Housing:**

In addition, DHCD funds contributed to the following special needs housing programs for homeless families and disabled homeless adults (status of each noted in chart).

*Table 28: Continuum of Care Special Needs Housing*

Name	Sponsor	Address	Unit Count	Funding Sources	Status
Hope Apartments	Community of Hope	3715 2 <sup>nd</sup> Street, SE	13 units	HUD DHCD DCHFA Cornerstone	Awaiting completion of DHCD underwriting.
Independence Place	SOME	2800 "N" Street, SE	21 units	DHCD DCHFA AHP	Under construction.
Good Hope House	Bethany, Inc.	1715 "V" Street, SE	7 units	DHCD/HOME HUD/SHP	Open for business.
Rachel's Women's Center	Rachel's Women's Center	Dupont Circle, Florida Ave NE	17 units	HUD	Open for business.
Scattered Sites	Green Door	6411 Piney Branch Road, NW 3471-14 <sup>th</sup> St, NW, 2721 Pennsylvania Avenue, SE	8 units 4 units 6 units	DHCD HUD/SHP	Open for business.
Diane's House	Diane's House of Ministry		8 units	DHCD	Awaiting completion of DHCD underwriting.
A New Day Transitional Housing	Johenning Temple of Praise/Way of the Word		12 units	DGCD	Awaiting completion of DHCD underwriting.
Graceview Apartments	House of Help, City of Hope		38 Units		Awaiting completion of DHCD underwriting.
Agape Apartments	RIGHT, Inc.		11 units	DHCD HUD/SHP	Under construction.
<b>Totals</b>			<b>145 units</b>		

## PART 5. HOPWA PERFORMANCE REPORT

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### A. GRANTEE AND COMMUNITY PROFILE

The District of Columbia, Department of Health, HIV/AIDS Administration (HAA) is the Housing Opportunities for People With AIDS (HOPWA) Formula Grantee for the Washington, DC Eligible Metropolitan Statistical Area (EMA).

The purpose of HAA is to prevent the spread of HIV infection and to ensure the management, oversight, planning, and coordination of HIV/AIDS services and Programs in the District of Columbia, in collaboration with other government and Community organizations. HAA also administers the Ryan White Title I Program for the DC EMA, the District's Ryan White Title II, AIDS Drug Assistance Program (ADAP), and Centers for Disease Control (CDC) funding for HIV/AIDS prevention and surveillance activities.

In addition to serving as the DC EMA regional grantee, HAA is also the local administrative agency for the HOPWA program in the District of Columbia. In Suburban Maryland, the Prince George's County Government, Department of Housing and Community Development (DHCD) is the administrative agency with oversight of activities in Calvert, Charles, Frederick, Montgomery, and Prince George's counties. The Northern Virginia Regional Commission (NVRC) is the administrative agency for suburban Virginia with oversight of activities in the counties Of Arlington, Clarke, Culpeper, Fairfax, Fauquier, King George, Loudoun, Prince William, Spotsylvania, Stafford, and Warren. NVRC's responsibility also includes the cities of Alexandria, Culpeper, Fairfax, Falls Church, Fredericksburg, Manassas, and Manassas Park. In suburban West Virginia, the administrative agency is the AIDS Network of the Tri-State Area (ANTS) a non-profit community-based organization with responsibility for the counties of Berkeley and Jefferson.

HAA continues to work in partnership with a number of community-based organizations in the effort to provide housing assistance and supportive services to persons living with HIV/AIDS in the District of Columbia. Some of the District's community partners include:

#### **Tenant Based Rental Assistance Program**

- Community Family Life Services
- DC CARE Consortium
- Greater Washington Urban League
- Housing Counseling Services, Inc.
- La Clinica del Pueblo
- Perry School Community Service Center

- Whitman Walker Clinic

**Facility Based Housing w/Supportive Services**

- Coates and Lane
- Damien Ministries
- Joseph's House
- Miriam's House
- RIGHT, Inc.
- Whitman Walker Clinic
- Northwest Church Family Network

**Facility Based Emergency Housing w/Supportive Services**

- Miracle Hands
- RAP, Inc.

**Supportive Services Only**

- Georgetown University Law Center
- People's Involvement Corporation

In Suburban Maryland the Prince George's County Department of Housing and Community Development partners with The Whitman Walker Clinic and the Southern Maryland Tri-County Action Committee.

Northern Virginia Regional Commission (NVRC) works in collaboration with Arlington Partnership for Affordable Housing; Birmingham Greene; Fairfax-Falls Church CSB; Homestretch; RPJ Housing Development Corporation, and Wesley Housing Development Corporation.

**B. PROGRAM ACCOMPLISHMENT**

HOPWA funds were used to provide housing assistance to 605 individuals and families in the DC EMA. In the District of Columbia, HOPWA housing programs currently underway include Emergency housing, (4) Facility based housing sites in the District that provide short term housing and supportive services, Tenant Based Rental Assistance (TBRA) programs both in the District and all participating jurisdictions, Short Term Rent, Mortgage and Utility Assistance (STRMU) programs, and Housing Information and Referral services. Short term and emergency assistance was provided for approximately 731 individuals and families during the fiscal year.

In the District, approximately 72 units of housing were available for individuals and families in supportive housing facilities from October 1, 2003 to September 30, 2004. Clients were allowed to stay 30 days to 6 months, depending upon their level of need. With the



assistance of the centralized housing intake/assessment program (Gate Keeper) and the strong network of housing providers, persons living with HIV/AIDS in need of housing assistance in the DCEMA were able to access HOPWA funded services.

A total of 1,406 individuals and families received HOPWA related services throughout the DC EMA for the period of October 2003 through September 30, 2004. Within FY'04 the DC EMA expended approximately \$9,958,245 (direct services only) using primarily HOPWA FY 2002, Yr. 10 and 2003, Yr. 11 funds. Because of the growing and consistent need for services, HOPWA funds from the prior year's funding were used to supplement Yr. 11 expenditures, which increased the actual expenditure to \$9,958,245.

KEY FACTS	CONTACT INFORMATION
Service Area: Washington, DC EMA Grant: Formula  Allocations: <b>FY 2001 \$ 8,721,000 (Yr. 10)</b> <b>FY 2002 \$10,451,000 (Yr. 11)</b> <b>FY 2003 \$ 9,862,000 (Yr. 12)</b>	Bridget Ware Housing Program Specialist HIV/AIDS Administration 64 New York Avenue, NE Washington, 20002 Phone: 202-671-4822 Fax:

## C. ACCOMPLISHMENT NARRATIVE:

### ***Overview of Activities Carried Out, Barriers Encountered, Actions Taken in Response to Barriers and Recommendations for Program Improvement***

#### **1. Overview of Activities Carried Out**

In the District of Columbia, Housing Program staff was instrumental in reaching out to new HOPWA service providers. Only one new agency joined the network of housing providers offering Tenant Based Rental assistance to persons living with HIV/AIDS. Also, with the assistance of the long-term centralized housing and information referral center (Gate Keeper) for persons living with HIV/AIDS (PWAs) staff was able to find housing and landlords willing to accept tenant based rental assistance vouchers.

During the fiscal year HOPWA funds continued to support emergency housing, short-term supportive housing, the demonstration project begun in the prior fiscal year—i.e. the Multi Service Day Center for homeless persons living with HIV/AIDS in need of shelter during the

day—; Tenant-Based Rental Assistance vouchers, a Housing Mediation program that assists with landlord/tenant concerns, and short-term rent, mortgage, and utility assistance.

Within the fiscal year a potential \$5.0 million Request For Applications (RFA) was issued in the District of Columbia for housing providers and supportive services. The program areas included Tenant Based Rental Assistance, Supportive Housing, Short Term Rent, Mortgage and Utility Assistance, Transitional Housing, Capacity Building, Emergency Housing and Emergency Housing specifically for women.

The Housing Staff is continuing its internal review and expects to have new awards granted prior to the end of the calendar year.

During this period, NVRC expended approximately \$1,318 615 using primarily HOPWA FY 2002-2003 or Yr. 11-12 funds. Northern Virginia had an increase in the number of Tenant Based Rental Assistance units through November 2003. NVRC was also successful in implementing 2 units of Transitional housing through acquisition funding to be viable over 16 years. In addition the implementation of a project-based housing facility is underway with the assistance of a local faith-based corporation, utilizing acquisition funding. This project will yield 8 units over a 5-year period. However, the challenges that continue to face Northern Virginia are the decreasing number of Tenant Based Rental Assistance units through attrition, due to budget and award restraints. Also there is the inability to locate affordable housing as the Fair Market Rents are inadequate for many Northern Virginia rentals.

The HOPWA program established in Northern Virginia has experienced a new tenant-based category that provides for assistance with first month's rent and security deposits. Northern Virginia also formulated and instituted 10 units of project-based housing with Yr. 10 funding that includes 8 units of set aside housing that was purchased with \$245K for subsidy for a projected 5 year term. The housing is located in East Fairfax Co. and Falls Church, Va. The program also purchased 2 condominiums through Homestretch, Inc., a transitional housing provider, for \$280K that will, in essence, provide transitional housing in 2-year increments over 16 years, or approx. services for 32 PWAs. Northern Virginia is also engaged in the formulation of a Renter/Housing counseling piece that will provide hands-on counseling and direction to PWAs in empowerment, housing search, credit repair and informational services.

Additional services provided during the fiscal year were emergency housing, short-term supportive housing, Tenant-Based Rental Assistance vouchers, operating costs and supportive services for an 811 project and information and referral services. Within the fiscal year, one Micro-Request For Applications, (RFA) was issued to current vendors for housing counseling services to replace the current vendor that terminated the contract we engaged. The RFA is for the duration of the current Yr. 12 contract period.

In West Virginia, the AIDS Network has continued a cooperative relationship with local and state HOPWA organizations. The HOPWA case manager is a member of the Homeless Coalition of the Eastern Panhandle. However, homeless services offered in Berkeley and Jefferson counties are very limited. Transportation in Jefferson County remains a barrier to access services.

## **2. Barriers Encountered, Actions Taken in Response to Barriers, and Recommendations for Program Improvement**

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### **District of Columbia:**

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#### **Barriers Encountered:**

The District has encountered a number of barriers in FY 2004. The most significant obstacles are:

- the lack of affordable housing due to the steady increase in housing costs,
- difficulty accessing permanent housing opportunities upon transition out of the HOPWA housing continuum, and
- the need for outreach providers to carry out additional Tenant Based Rental Assistance programs and supportive housing facilities.

#### **Recommendations:**

In response to the decline in affordable housing and the need for additional housing services providers, the District's housing staff has determined that Capacity Building should be a compulsory service area and included in non-demonstration RFAs in the future. Capacity building was first intended to enhance outreach efforts to new community partners interested in providing services to persons living with HIV/AIDS. The success of the first Capacity Building Only RFA spurred the idea that it should be utilized to assist both more mature grantees and emerging groups as well. Additional capacity building efforts will take place in the form of demonstration RFAs that speak to more creative ways to assist with the expansion of existing housing programs or develop/improve the infrastructure of their agency to maximize services provided to persons living with HIV/AIDS.

Moreover, the District's Housing staff recommends two ways to overcome barriers: One is to issue more frequent or "rolling" RFAs available for potential grantees that may not have been successful in their RFAs, but that have good ideas and the proven capacity to undertake housing projects. This type of RFA would give applicants the opportunity to apply year round and applications submitted would be reviewed on a quarterly basis. The two program areas identified for this "rolling" RFA are Tenant-Based Rental Assistance and Project-Based Housing with Supportive Services.

The second recommendation is that HAA continue to carry out a campaign to reach out to community-based organizations in the District that are otherwise unfamiliar with the HOPWA program. Increased awareness is essential to the continuation of the program. Also with more community partners available to provide housing assistance to the HIV/AIDS community in the District of Columbia the rising number of persons living with HIV/AIDS in need of housing assistance can be addressed.

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## **West Virginia**

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### **Barriers Encountered:**

There continues to be a lack of appropriate and affordable housing, especially in Jefferson County. There is also a lack of public and affordable private transportation for clients residing in Jefferson County who need to make scheduled appointments or travel for employment. The Martinsburg Housing Authority has closed its waiting list and has not taken application for Section 8 for over one year. Clients who do qualify for Section 8 have been unable to receive assistance through the program. Additionally, the subsidized housing units in Berkeley and Jefferson Counties have waiting lists from three months to one year. It is even longer for families with children.

### **Recommendations:**

West Virginia has referred many individuals to other assistance programs such as the Veterans' Centers that are providing supplemental services for housing assistance. Additionally, the AIDS Network has established a relationship with two group home providers. One house provides shared living arrangements for veterans in recovery and the other house provides shared living arrangements for men in recovery. The living arrangements are appropriate and affordable for clients attempting to remain drug-free.

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## **Northern Virginia:**

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### **Barriers Encountered:**

Northern Virginia has encountered a number of barriers in FY 2004. These have included the lack of affordable housing due to the rising costs of the housing market, and difficulty accessing permanent housing opportunities once a client is able to transition out of the HOPWA housing continuum. We have also encountered some vendors that either want to transition out of the program or have failed to respond to contractual agreements but are still operating the program without a contract. There were also difficulties with vendors that overspent due to failures in budgeting. These were areas which we were able to compensate, but hindered progress in establishing new set-aside housing which we feel is

the basis for increased functionality in a market that rents are escalating and funding is decreasing.

### **Recommendations:**

Recommendations for overcoming some of these barriers are:

- Get the Housing Counseling/Renter's service initiative underway to aid those who, even though they may obtain HOPWA and/or Section 8 vouchers, are unable to procure housing because of credit ratings, police records, and/or an inability to search for housing that is of a safe, decent, and sanitary nature.
- Opting to search for housing that is in the higher spectrum of the voucher limits that may have much higher values of qualifications. We are also
- Seeking out through workshops and by information, new avenues of funding with existing agencies and relaying that information on to providers and vendors.
- Actively requesting that housing vendors consider the assignment of current HOPWA clientele into other areas of subsidy, (that they currently oversee) thus opening up new slots within the HOPWA environment.

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### **Suburban Maryland:**

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#### **Barriers Encountered:**

In Suburban Maryland, the increase of the FMR still does not help people get into housing. There is a higher demand for Tenant Based Rental Assistance, however, poor credit and higher rental prices continue to be a barrier for HOPWA clients seeking housing.

### **3. Program Monitoring**

All housing providers submit monthly programmatic reports that detail the number of clients served/housed, support services provided, demographics information, and type of unit leased up. They also include a narrative report that indicates the accomplishments and barriers identified for that month.

Accomplishment information is reported in the following section, Section D.

### **D. ACCOMPLISHMENT DATA**

In the District of Columbia in FY 2004, HOPWA funds were used to provide:

- Housing assistance for 480 individuals and families in the form of emergency shelter, short term supportive housing, and Tenant Based Rental Assistance (TBRA); and
- Supportive Services to 72 units of housing for individuals and families; which included mental health care, substance abuse treatment, need assessments, transportation, case management services, and housing information and referral services to over 1100 individuals.

A total of 1,406 individuals and families received HOPWA related services throughout the EMA for the period of October 2003 through September 30, 2004. During this period the DC EMA expended approximately \$9,958,245.00 from FY 2002 AND FY 2003 HOPWA funds.

Section E, below, contains HOPWA 2004 Performance Summaries for the EMA and each jurisdiction.

#### E. HOPWA 2004 PERFORMANCE SUMMARIES

Performance Chart 1—Actual Performance Types of Housing Units Dedicated to Persons with HIV/AIDS which were Supported during the Operating Year WASHINGTON, D.C. EMA						
Type of Unit	Number of units with HOPWA funds	Amount of HOPWA funds	Number of units with Grantee and other funds	Amount of Grantee and other funds	Deduction for units reported in more than one column	TOTAL by type of unit
1. Rental Assistance	605	\$6,763,231.00	0	0	0	605
2. Short-term/emergency housing payments	731	\$1,308,749.00	0	0	0	731
3-a. Units in facilities supported with operating costs	72	\$1,886,265.00	0	0	0	72
3-b. Units in facilities that were developed with capital costs and opened and served clients	0	0	0	0	0	0
3-c. Units in facilities being developed with capital costs but not yet opened	0	0	0	0	0	0
<b>Subtotal</b>	<b>1,408</b>	<b>\$9,958,245.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,408</b>
Deduction for units reported in more than one category	-2	0	0	0	0	-2
<b>TOTAL</b>	<b>1,406</b>	<b>\$9,958,245.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,406</b>

<b>Performance Chart 2— Comparison to Planned Actions, as approved in the Action Plan/Consolidated Plan for this Operating Year (Estimated Numbers of Units) WASHINGTON D.C. EMA</b>		
Type of Unit	Estimated Number of Units by type in the approved Consolidate Plan/Action Plan for this operating year	Comment, on comparison with Actual Accomplishments (or attach)
1. Rental Assistance	558	605
2. Short-term or emergency housing payments	894	731
3-a. Units in facilities supported with operating funds.	*Captured as project-based rental 400	72
3-b. Units in facilities that were developed with capital costs and opened and served clients.	0	0
3-c. Units in facilities being developed with capital costs but not yet opened.	0	0
<b>Subtotal</b>	<b>1,452</b>	<b>1,408</b>
Deduction for units reported in more than one category.	0	-2
<b>TOTAL</b>	<b>1,452</b>	<b>1,406</b>

All data provided by DC Department of Health, HIV/AIDS Administration

<b>Performance Chart 1—Actual Performance Types of Housing Units Dedicated to Persons with HIV/AIDS which were Supported during the Operating Year. DISTRICT OF COLUMBIA</b>						
Type of Unit	Number of units with HOPWA funds	Amount of HOPWA funds	Number of units with Grantee and other funds	Amount of Grantee and other funds	Deduction for units reported in more than one column	TOTAL by type of unit
1. Rental Assistance	180	\$3,389,551.00	0	0	0	180
2. Short-term/emergency housing payments	300	\$1,026,293.00	0	0	0	300
3-a. Units in facilities supported with operating costs	60	\$1,849,380.00	0	0	0	60
3-b. Units in facilities that were developed with capital costs and opened and served clients	0	0	0	0	0	0
3-c. Units in facilities being developed with capital costs but not yet opened	0	0	0	0	0	0
<b>Subtotal</b>	<b>540</b>	<b>\$6,265,224.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>540</b>
Deduction for units reported in more than one category	0	0	0	0	0	0
<b>TOTAL</b>	<b>540</b>	<b>\$6,265,224.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>540</b>



<b>Performance Chart 2— Comparison to Planned Actions, as approved in the Action Plan/Consolidated Plan for this Operating Year (Estimated Numbers of Units) DISTRICT OF COLUMBIA</b>		
Type of Unit	Estimated Number of Units by type in the approved Consolidate Plan/Action Plan for this operating year	Comment, on comparison with Actual Accomplishments (or attach)
1. Rental Assistance	235	180
2. Short-term or emergency housing payments	350	300
3-a. Units in facilities supported with operating funds.	0	60
3-b. Units in facilities that were developed with capital costs and opened and served clients.	0	0
3-c. Units in facilities being developed with capital costs but not yet opened.	0	0
<b>Subtotal</b>	<b>585</b>	<b>540</b>
Deduction for units reported in more than one category.	0	0
<b>TOTAL</b>	<b>585</b>	<b>540</b>

All data provided by DC Department of Health, HIV/AIDS Administration

<b>Performance Chart 1—Actual Performance Types of Housing Units Dedicated to Persons with HIV/AIDS which were Supported during the Operating Year. SUBURBAN MARYLAND</b>						
Type of Unit	Number of units with HOPWA funds	Amount of HOPWA funds	Number of units with Grantee and other funds	Amount of Grantee and other funds	Deduction for units reported in more than one column	TOTAL by type of unit
1. Rental Assistance	258	\$2,318,955.00	0	0	0	258
2. Short-term/emergency housing payments	02	\$1,488	0	0	0	02
3-a. Units in facilities supported with operating costs	0	0	0	0	0	0
3-b. Units in facilities that were developed with capital costs and opened and served clients	0	0	0	0	0	0
3-c. Units in facilities being developed with capital costs but not yet opened	0	0	0	0	0	0
<b>Subtotal</b>	<b>260</b>	<b>\$2,320,443.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260</b>
Deduction for units reported in more than one category	0	0	0	0	0	0
<b>TOTAL</b>	<b>260</b>	<b>\$2,320,443.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260</b>

<b>Performance Chart 2— Comparison to Planned Actions, as approved in the Action Plan/Consolidated Plan for this Operating Year (Estimated Numbers of Units) SUBURBAN MARYLAND</b>		
Type of Unit	Estimated Number of Units by type in the approved Consolidate Plan/Action Plan for this operating year	Comment, on comparison with Actual Accomplishments (or attach)
1. Rental Assistance	235	258
2. Short-term or emergency housing payments	8	2
3-a. Units in facilities supported with operating funds.	0	0
3-b. Units in facilities that were developed with capital costs and opened and served clients.	0	0
3-c. Units in facilities being developed with capital costs but not yet opened.	0	0
Subtotal	224	260
Deduction for units reported in more than one category.	0	0
<b>TOTAL</b>	<b>224</b>	<b>260</b>

Suburban Maryland includes Calvert, Charles, Frederick, Montgomery and Prince George's Counties.

All data provided by DC Department of Health, HIV/AIDS Administration.

<b>Performance Chart 1—Actual Performance Types of Housing Units Dedicated to Persons with HIV/AIDS which were Supported during the Operating Year. SUBURBAN VIRGINIA</b>						
Type of Unit	Number of units with HOPWA funds	Amount of HOPWA funds	Number of units with Grantee and other funds	Amount of Grantee and other funds	Deduction for units reported in more than one column	TOTAL by type of unit
1. Rental Assistance	160	\$1,026,561.	0	0	0	160
2. Short-term/emergency housing payments	400	\$255,2141	0	0	0	400
3-a. Units in facilities supported with operating costs	12	\$36,885	0	0	0	12
3-b. Units in facilities that were developed with capital costs and opened and served clients	0	0	0	0	0	0
3-c. Units in facilities being developed with capital costs but not yet opened	0	0	0	0	0	0
Subtotal	572	\$1,318,615	0	0	0	572
Deduction for units reported in more than one category	0	0	0	0	0	0
<b>TOTAL</b>	<b>572</b>	<b>\$1,318,615</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>572</b>

<b>Performance Chart 2— Comparison to Planned Actions, as approved in the Action Plan/Consolidated Plan for this Operating Year (Estimated Numbers of Units) SUBURBAN VIRGINIA</b>		
Type of Unit	Estimated Number of Units by type in the approved Consolidate Plan/Action Plan for this operating year	Comment, on comparison with Actual Accomplishments (or attach)
1. Rental Assistance	73	160
2. Short-term or emergency housing payments	293	4005
3-a. Units with operating costs	12	12
3-b. Units in facilities that were developed with capital costs and opened and served clients.	0	0
3-c. Units in facilities being developed with capital costs but not yet opened.	0	0
Subtotal	378	572
Deduction for units reported in more than one category.	0	0
<b>TOTAL</b>	<b>378</b>	<b>572</b>

Note: Suburban Virginia includes the counties of Arlington, Clarke, Culpeper, Fairfax, Fauquier, King George, Loudoun, Prince William, Spotsylvania, Stafford and Warren; as well as the cities of Alexandria, Culpeper, Fairfax, Falls Church, Fredericksburg, Manassas and Manassas Park. All data provided by the DC Department of Health, HIV/AIDS Administration

<b>Performance Chart 1—Actual Performance Types of Housing Units Dedicated to Persons with HIV/AIDS which were Supported during the Operating Year. SUBURBAN WEST VIRGINIA</b>						
Type of Unit	Number of units with HOPWA funds	Amount of HOPWA funds	Number of units with Grantee and other funds	Amount of Grantee and other funds	Deduction for units reported in more than one column	TOTAL by type of unit
1. Rental Assistance	7	\$28,209	0	0	0	7
2. Short-term/emergency housing payments	29	\$25,754	0	0	0	29
3-a. Units in facilities supported with operating costs	0	0	0	0	0	0
3-b. Units in facilities that were developed with capital costs and opened and served clients	0	0	0	0	0	0
3-c. Units in facilities being developed with capital costs but not yet opened	0	0	0	0	0	0
<b>Subtotal</b>	<b>36</b>	<b>\$53,963</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36</b>
Deduction for units reported in more than one category	-2	0	0	0	0	-2
<b>TOTAL</b>	<b>36</b>	<b>\$53,963</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36</b>

<b>Performance Chart 2— Comparison to Planned Actions, as approved in the Action Plan/Consolidated Plan for this Operating Year (Estimated Numbers of Units) SUBURBAN WEST VIRGINIA</b>		
Type of Unit	Estimated Number of Units by type in the approved Consolidate Plan/Action Plan for this operating year	Comment, on comparison with Actual Accomplishments (or attach)
1. Rental Assistance	10	7
2. Short-term or emergency housing payments	25	29
3-a. Units in facilities supported with operating funds.	0	0
3-b. Units in facilities that were developed with capital costs and opened and served clients.	0	0
3-c. Units in facilities being developed with capital costs but not yet opened.	0	0
<b>Subtotal</b>	<b>35</b>	<b>36</b>
Deduction for units reported in more than one category.	0	-2
<b>TOTAL</b>	<b>35</b>	<b>34</b>

Suburban West Virginia includes the counties of Berkeley and Jefferson.  
All data provided by DC Department of Health, HIV/AIDS Administration.

## PART 6. SPECIAL INITIATIVES—NEIGHBORHOOD REVITALIZATION STRATEGY AREAS AND SECTION 108

### NEIGHBORHOOD STRATEGY AREAS

#### Georgia Avenue Neighborhood Revitalization Strategy Area

DHCD submitted an application for designation of the Georgia Avenue Corridor as a Neighborhood Revitalization Strategy Area (NRSA) to the U.S. Department of Housing and Urban Development, in conjunction with the District of Columbia Fiscal Year 2000 Consolidated Plan.

The city proposed to address economic development focused along the almost 5-mile corridor by approaching it as a single linear neighborhood. The Georgia Avenue Corridor has a distinct identity because it is one of the major north-to-south transportation routes connecting Maryland to downtown D.C. The targeted area includes the 39 census blocks that abut Georgia Avenue from Florida Avenue, N.W. to Eastern Avenue, N.W. Portions of

the lower end of the strategy area already qualified as an NRSA because of their federal designations as Enterprise Communities.

The NRSA development strategies include job creation, housing development, employment and entrepreneurial training and infrastructure development. A combination of projects and program activities has been identified in the NRSA supporting these four categories to serve as the core tools for revitalizing the Corridor.

The performance measures and FY 2004 accomplishments are included in Table 19 below:

*Table 29: Georgia Avenue NRSA Performance Data*

	Performance Measures	FY 2004 Accomplishments
<b>Job Creation</b>	<ul style="list-style-type: none"> <li>■ Create 50 new jobs each year</li> <li>■ Create 5 new businesses each year</li> <li>■ Attract 3 major employers by 2004</li> </ul>	<ul style="list-style-type: none"> <li>■ The DC Marketing Center as part of its citywide programs has continued to market this neighborhood corridor in efforts to bring retail services to the corridor and retain existing businesses.</li> </ul>
<b>Housing and Community Development</b>	<ul style="list-style-type: none"> <li>■ Rehabilitate 20 single-family homes by 2001</li> <li>■ Create 135 new homeowners by 2002</li> <li>■ Provide loans to assist in the rehabilitation of multifamily units</li> </ul>	<ul style="list-style-type: none"> <li>■ <b>DHCD provided funds to develop 13 units of transitional housing and 17 affordable condominium units. The 13 units were for Partner Arms II and the 17 units were for the Rittenhouse Condominiums. (Both were closed in 2001)</b></li> <li>■ The Apartment Improvement Program (AIP) assisted with the Phase I Environmental Study on the property at 5629 Georgia Avenue. <b>The Department continues to await a decision by the owner on the disposition of the property</b></li> <li>■ <b>In FY 2004, DHCD's First Right To Purchase Program assisted tenants at 3128 Sherman Ave. NW. (one block west of Georgia Ave. and in the NRSA) to purchase their building which has 13 units.</b></li> <li>■ <b>DHCD has completed the underwriting and closed in September 2004 on a special needs housing project with 8 units located at 6411 Piney Branch Road NW, just one block east of Georgia Avenue.</b></li> <li>■ <b>DHCD through its 2004 RFP process selected a 26-unit apartment building at 6425 14th Street NW for further underwriting consideration for rehab assistance. This project is still completing underwriting awaiting submission of further information from the owners. (2 blocks west of Georgia</b></li> </ul>

	Performance Measures	FY 2004 Accomplishments
		<p><b>Ave, and considered part of the NRSA)</b></p> <p>■ <b>During FY 2000-2004, 243 homeowner HPAP loans have been provided, totaling \$2,551,640</b></p>
<b>Employment and Entrepreneurial Training</b>	<p>■ Open 1 new job training center by 2002</p> <p>■ Conduct 2 career fairs each year</p>	<p>■ DHCD provided support to the Georgia Avenue Business Resource Center in FY 2002, FY 2003, and 2004. The center provides monthly training sessions on various business development and operating topics</p> <p>■ During FY 2004, the Business Resource Center has counseled <b>143 businesses</b>, helped <b>8 businesses</b> get loans, <b>26 businesses</b> get LSDBE certified, and <b>6 businesses</b> get <b>8(a)</b> certified.</p>
<b>Infrastructure Improvements</b>	<p>■ Renovate 2 community parks by 2001</p> <p>■ Install 50 historic markers by 2001</p> <p>■ Make improvements to the Gateway at Silver Spring</p>	<p>■ <b>The Gateway Georgia Avenue Façade Project: Thirty (30) façades have been completed between calendar years 2001 and 2004 at a cost of roughly \$625,000.</b></p> <p>■ The Department of Public Works constructed pedestrian level lighting from Gresham Place to Quebec Place on Georgia Avenue.</p> <p>■ <b>The design for the Banneker Recreation Center renovation was completed in the summer of 2004. Construction of the project is pending.</b></p>

In addition, DHCD closed two acquisition loans for rehabilitation of multi-family Residential Projects in the 700 and 800 blocks of Jefferson Street, N.W., just east of Georgia Avenue, and purchased two commercial properties for redevelopment at 3813 and 3815 Georgia Avenue. These properties are to be redeveloped through the National Capital Revitalization Corporation and a private developer. Negotiation is underway for the transfer of these properties from DHCD to NCRC.

### **Carver Terrace/Langston Terrace/Ivy City/Trinidad NRSA**

DHCD applied to HUD for the designation of the Carver/Langston Terrace/Ivy City/Trinidad (CLTICT) communities as a Neighborhood Revitalization Strategy Area (NRSA) in August 2000. The application was approved in October 2000. The CLTICT NRSA includes five census tracts defined by New York Avenue, Florida Avenue and Bladensburg Road, and includes Gallaudet University and the Farmer's Market, as well as major residential and light industrial developments.

The NRSA development strategy includes job creation, housing development, employment and entrepreneurial training, and infrastructure development. A comprehensive set of projects and programs has been developed around these four areas to serve as the core tools for revitalizing the neighborhood.

The performance measures and **FY 2004** accomplishments are included in Table 20 below:

*Table 30: Carver, Langston, Ivy City, Trinidad NRSA Performance Data*

	Performance Measures	FY 2004 Accomplishments
<b>Job Creation</b>	<ul style="list-style-type: none"> <li>■ Create 25 new jobs each year</li> <li>■ Create 3 new businesses each year</li> <li>■ Attract 12 new businesses by 2005</li> </ul>	<ul style="list-style-type: none"> <li>■ 41 jobs were created by the Birthing Center. 14 jobs were created by the health and child development center.</li> </ul>
<b>Housing and Community Development</b>	<ul style="list-style-type: none"> <li>■ Create 600 affordable/mixed-income units</li> <li>■ Construct one 80 slot day care center</li> <li>■ Construct one birthing and well-care center for low-income residents</li> <li>■ Develop three computer learning centers</li> </ul>	<ul style="list-style-type: none"> <li>■ The Carver Terrace Health and Child Development Center was completed in FY 2002.</li> <li>■ The DC Developing Families Center was completed in FY 2000, providing 64 day-care slots.</li> <li>■ Twenty –eight (28) units have been completed. In addition 37 single-family housing rehabilitation projects are under a grant agreement in Trinidad, with all but 2 completed.</li> <li>■ Carver Terrace Apts.(312 units) takeout of construction loan by DHCD was financed and executed in FY 2004.?</li> <li>■ Carver Terrace Community Center – DHCD helped finance construction of a community center located at 2026 Maryland Ave. NE</li> <li>■ A commitment was made for Manna, Inc. to receive funding in FY 2004 to renovate 3 Homestead properties totaling 30 units of multifamily housing.</li> </ul>
<b>Employment and Entrepreneurial Training</b>	<ul style="list-style-type: none"> <li>■ Train 50 youth entrepreneurs</li> <li>■ Train 100 community residents in housing construction and lead/asbestos abatement trades and landscaping services</li> <li>■ Conduct 2 career fairs each year</li> </ul>	<ul style="list-style-type: none"> <li>■ The Youth Services Administration is building a training center. The YSA is working with Ivy City Patriots to enroll students.</li> <li>■ Trinidad Concerned Citizens for Reform (TCCR) has started an Adult Education Center and are preparing a memorandum of understanding with the Department of Employment Services.</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>■ Plant 1,000 trees</li> </ul>	<ul style="list-style-type: none"> <li>■ Ivy City Patriots have planted</li> </ul>



	Performance Measures	FY 2004 Accomplishments
<b>Improvements</b>	<ul style="list-style-type: none"> <li>■ Renovate two community parks by 2003</li> <li>■ Renovate roadways at New York and Montana Avenues</li> <li>■ Repair bridge at New York and Florida Avenues</li> </ul>	<p>flowers in the community.</p> <ul style="list-style-type: none"> <li>■ The Department of Parks and Recreation is currently in the design phase for refurbishing the basketball and tennis courts at Rosedale, and the new Trinidad Recreation Center</li> <li>■ TCCR partnered with Urban Forest to plant trees in the community and is working with the Department of Parks and Recreation to improve its partnership.</li> <li>■ The Department of Transportation (DOT) has budgeted out-year funds for New York and Montana Avenues.</li> <li>■ DDOT is in the design phase for the bridge repair at New York and Florida Avenues.</li> <li>■ DOT has initiated several traffic calming studies in the Ivy City community- Okie Street, NE and one at Brentwood Road.</li> </ul>
<b>Economic Growth</b>	<ul style="list-style-type: none"> <li>■ Increase retail space and promote 25 new businesses</li> </ul>	<ul style="list-style-type: none"> <li>■ No District agencies have moved within the NRSA boundaries, to date.</li> <li>■ At Hechinger Mall, National Wholesale Liquidators relocated to the area.</li> <li>■ The "Dream", an entertainment venue located to this area.</li> <li>■ The old Crummel School site (an adaptive re-use project) Request for Proposal (RFP) has been completed and is awaiting City Council approval.</li> </ul>

## SECTION 108 SEE APPENDIX E, REPORTS

## PART 7: PUBLIC PARTICIPATION

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DHCD adopted a Citizen Participation Plan which is followed throughout its Consolidated Planning Process and End of Year Performance Evaluation. This CAPER Report was made available for a 15-day review and comment period in accordance with HUD guidelines and the Citizen Participation Plan.

### **Public Awareness--CAPER:**

DHCD took the following actions to make the Notice of Public Review available and to invite public comment on the CAPER for FY 2004:

#### **Direct Mailings to:**

Office of the Mayor, City Administrator and Deputy Mayor for Planning and Economic Development; the Council of the District of Columbia; ANC Commissioners, ANC Chair offices, Community Development Corporations and Community-Based organizations, Special Needs Housing Organizations, Non-profit Housing Groups, Latino, Asian and Pacific Islander Community Organizations and groups, and private citizens.

**E-Mail Distribution to:** DHCD's housing partners and community leaders.

**Website Access:** The draft CAPER was posted on DHCD's website for review.

**Media:** Notice of 15-day Public Review was provided to the following media outlets:

- *D.C. Register*
- *The Washington Post*
- *The Afro-American*
- *El Tiempo*
- *The Blade, and*
- *The Asian Fortune*

At the end of the public review period, DHCD had received the following comments:

### **Public Comment:**

Comments will be included following 15-day comment period.

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

**Notice of Availability of "The District of Columbia Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2004" for review and comment**

Stanley Jackson, Director, Department of Housing and Community Development (DHCD), announces the availability of the "District of Columbia Consolidated Annual Performance and Evaluation Report for Fiscal Year 2004" (the "CAPER") for public review and comment. The purpose of the CAPER is to present the U.S. Department of Housing and Urban Development (HUD) and the public with an assessment of the District's performance in carrying out its FY 2004 (October 1, 2003-September 30, 2004) Consolidated Action Plan to use federal funds to meet priority community needs. The FY 2004 Action Plan detailed activities to be carried out by the District under the following federal entitlement programs:

- **Community Development Block Grant Program (CDBG)**
- **Home Investment Partnerships Program (HOME)**
- **Emergency Shelter Grant Program (ESG), and**
- **Housing Opportunities for Persons with AIDS Program (HOPWA)**

The CAPER is available for a 15-day public comment period before its submission to HUD on/or before December 31, 2004. The CAPER will be distributed to stakeholder organizations and will be available for review at DHCD (8th floor), on the DHCD website, all public library branches, all Advisory Neighborhood Commission Offices and at the following community based organizations from November 12th to December 3rd.

Housing Counseling Services, Inc. 2430 Ontario Road, NE (202) 667-7066	University Legal Services 3001 I Street, NE (202) 547-4747	Marshall Heights CDO 3939 Benning Rd, NE (202) 396-1200
Latino Econ. Devel. Corporation 2316 18th Street, NW (202) 588-5102	Lydia's House 3939 South Capitol St., SW (202) 373-1050	Central American Resources Center 1459 Columbia Rd. NW (202) 328-9799
University Legal Services 3220 Pennsylvania Ave. SE (202) 645-7175 (Suite 4)		

To comment by telephone on the CAPER report, please contact Ms. Pamela Hillsman, Community Development Resource Specialist, at (202) 442-7256, not later than close of business Friday, December 3, 2004. Please provide your name, address, telephone number, and organizational affiliation, if any. For Telecommunications Device for the Deaf (TDD) relay service, call (800) 201-7165. Written comments for the record must be received by close of business Monday, December 6, 2004. Written statements may be mailed to: Mr. Stanley Jackson, Director, Department of Housing and Community Development, Attention: Office of Strategy and Communications, 801 North Capitol Street, NE, Washington, D.C. 20002.



**Anthony A. Williams, Mayor**  
**Eric W. Price, Deputy Mayor for Planning and Economic Development**  
**Stanley Jackson, Director**  
**Department of Housing and Community Development**  
**www.dhcd.dc.gov**



## FY 2004 OUTREACH AND PARTICIPATION

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### **Outreach:**

The Department of Housing and Community Development's (DHCD) outreach efforts are conducted by way of mass mailings, seminars, community meetings, "brown-bag" stakeholder discussions and other gatherings. DHCD issues a minimum of four mass mailings a year (in excess of 800 per mailing) to Advisory Neighborhood Commission Chairs and Commissioners; various community-based organizations (CBOs); community development corporations (CDCs); and other public/private entities. Mailings provide information on activities relative to DHCD programs, including: public hearings, budget hearings, notifications of City Council actions in relation to the Action Plan or programs of DHCD; Notices of Funding Availability (NOFAs); community meetings; press releases and legislative issues affecting affordable housing. DHCD also provided invitations and notices for promotional events for DHCD-funded activities and projects such as ground breakings and ribbon cuttings. Additional mailings are done as needed.

### **Assessment—FY 2004:**

*Lead Safe Washington*--During FY 2004, DHCD applied for and received an Environmental Protection Agency (EPA) grant for outreach activities regarding lead-based paint. The Office of Strategy and Communications (OSC) increased outreach efforts to assist program staff inform the development and property management communities, homeowners, pregnant women and children in the target age groups about the hazards of lead, the requirements for lead abatement and the assistance available from DHCD, the DC Department of Health and other government agencies. OSC coordinated a kickoff information campaign, its materials, meetings and mass mailings to homeowners and property owners.

*Tenant Ownership Awareness:* The escalating price of housing in the District of Columbia is particularly threatening to tenants in buildings whose owners have opted out of the Section 8 program, are opting out of the subsidized market in general, and putting their properties up for sale. The District of Columbia has a "first right to purchase" statute, but many tenants, particularly recent immigrants, are unaware of their rights of first refusal under the law. DHCD conducted targeted outreach efforts to ensure that these residents were aware of their rights and the technical and financial assistance available from DHCD to help them in the purchase and conversion process.

*Homeownership Promotion:* DHCD conducted or participated in several home buying seminars and workshops during FY 2004. The most popular program with the largest participation continues to be the DHCD *Employer Assisted Housing Program* that targets incentives for DC government employees to become homeowners. DHCD also held its

first *Sidewalk Housing Fair* to broaden general public awareness by conducting lunch hour marketing activities to attract workers and members of the public. The outdoor marketing event included lenders, community-based organizations and other DC government agencies whose programs can assist new homebuyers. Many workers and shoppers were attracted to the festive displays and were grateful to receive information in such a convenient way. DHCD plans to hold this Fair twice a year.

*Program Information:* DHCD distributed an additional 4,000 informational/promotional pieces about its programs and services through workshops, seminars, mailings and by internet; and responded to more than 200 inquiries via the Department's "Ask the Director" web-site link.

## APPENDIX A DEVELOPMENT FINANCE DIVISION FY 2004 FUNDED PROJECTS—ALL SOURCES OF FUNDS

Project:	Danbury Street SW Townhouses/ Chadwick Apartments Demolition	Total Development Cost:	\$15,500,000
Location:	5-165 Danbury Street SW	DHCD Funding:	\$942,615
Ward:	8	Source:	CIP
Sponsor:	Jade Development Company	Closing Date:	Oct-03
Number of units:	119		
Project Type:	New MF Homeowner		

Project:	Anacostia Gateway Government Center	Total Development Cost:	\$5,000,000
Location:	1200 Block of Good Hope Road SE	DHCD Funding:	\$300,000
Ward:	8	Source:	CIP
Sponsor:	Anacostia Economic Develop. Corp.	Closing Date:	Oct-03
Number of units:			
Project Type:	Community Facility		

Project:	1327 Kenyon Street NW	Total Development Cost	\$150,000
Location:	1327 Kenyon Street NW	DHCD Funding:	\$150,000
Ward:	1	Source:	HOME CHDO
Sponsor:	New Columbia Land Trust	Closing Date:	Nov-03
Number of units:			
Project Type:	Land Acquisition		

Project:	924 S Street NW	Total Development Cost:	\$50,000
Location:	924 S Street NW	DHCD Funding:	\$50,000
Ward:	1	Source:	HOME CHDO
Sponsor:	New Columbia Land Trust	Closing Date:	Nov-03
Number of units:			
Project Type:	Land Acquisition		

Project:	Carver Terrace Apartments	Total Development Cost:	\$27,096,789
Location:	Maryland Ave & 19 <sup>th</sup> & 21 <sup>st</sup> Sts. NE	DHCD Funding:	\$985,000
Ward:	5	Source:	HPTF
Sponsor:	Carver Terrace, LP	Closing Date:	Dec-03
Number of units:	312		
Project Type:	Construction Loan Takeout		

Project:	4920 A Street SE	Total Development Cost:	\$367,000
Location:	4920 A Street SE	DHCD Funding:	\$367,000
Ward:	7	Source:	CDBG
Sponsor:	4920 A St 2002 Tenants Association	Closing Date:	Jan-04
Number of units:	15		
Project Type:	Acquisition – First Right to Purchase		

## Appendix A

### CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT

Project:	Immaculate Conception	Total Development Cost:	\$19,770,379
Location:	1330 7 <sup>th</sup> Street NW	DHCD Funding:	\$2,187,577
Ward:	1	Source:	HPTF
Sponsor:	CPDC	Closing Date:	Jan-04
Number of units:	136		
Project Type:	Acquisition MF Rehab/Rental		

Project:	W Street Apartments	Total Development Cost:	\$2,455,180
Location:	1728 W Street SE	DHCD Funding:	\$201,281
Ward:	8	Source:	LIHTC
Sponsor:	Non-Profit CDC	Closing Date:	Jan-04
Number of units:	17		
Project Type:	MF Rental Rehab		

Project:	2721 Pennsylvania Avenue SE	Total Development Cost:	\$294,548
Location:	2721 Pennsylvania Avenue SE	DHCD Funding:	\$174,548
Ward:	8	Source:	HPTF
Sponsor:	Green Door	Closing Date:	Mar-04
Number of units:			
Project Type:	Acquisition		

Project:	3128 Sherman Avenue NW	Total Development Cost:	
Location:	3128 Sherman Avenue NW		
\$665,000		DHCD Funding:	\$665,000
Ward:	1	Source:	HPTF
Sponsor:	3128 Sherman Ave. Tenants Assoc.	Closing Date:	Mar-04
Number of units:	13		
Project Type:	Acquisition – First Right to Purchase		

Project:	1428 Euclid Street NW Tenants Association	Total Development Cost:	\$800,000
Location:	1428 Euclid Street NW	DHCD Funding:	\$800,000
Ward:	1	Source:	CDBG
Sponsor:	1428 Euclid St NW Tenants Association	Closing Date:	Mar-04
Number of units:	26		
Project Type:	Acquisition – First Right to Purchase		

Project:	Apartment Improvement Program	Total Development Cost:	\$170,000
Location:	Various Addresses in the District	DHCD Funding:	\$170,000
Ward:	Citywide	Source:	CDBG
Sponsor:	Apartment Improvement Program	Closing Date:	Mar-04
Number of units:			
Project Type:	MF Apartments –technical Assistance		

Project:	3471 14 <sup>th</sup> Street NW	Total Development Cost:	\$496,772
Location:	3471 14 <sup>th</sup> Street NW	DHCD Funding:	\$368,504
Ward:	1	Source:	HPTF
Sponsor:	Green Door	Closing Date:	Apr-04
Number of units:	4		
Project Type:	Acquisition Rental/Rehab		



## Appendix A

### CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT

Project:	16 <sup>th</sup> and Monroe Street NW	Total Development Cost:	\$765,700
Location:	3323 16 <sup>th</sup> Street NW	DHCD Funding:	\$765,700
Ward:	1	Source:	CDBG
Sponsor:	16 <sup>th</sup> & Monroe St. Tenants Assoc.	Closing Date:	Apr-04
Number of units:	12		
Project Type:	Acquisition – First Right to Purchase		

Project:	Covington Family Association Cooperative	Total Development Cost:	\$950,000
Location:	1848 Columbia Road NW	DHCD Funding:	\$950,000
Ward:	1	Source:	CDBG
Sponsor:	Covington Family Assoc. Cooperative	Closing Date:	Apr-04
Number of units:	21		
Project Type:	Acquisition – First Right to Purchase		

Project:	Old Washington Beef Building	Total Development Cost:	\$18,000,000
Location:	1240-1248 4 <sup>th</sup> Street NE	DHCD Funding:	
Ward:	5	Source:	Disposition
Sponsor:	Sang Oh & Company	Closing Date:	Apr-04
Number of units:			
Project Type:	Disposition for Commercial Development		

Project:	DC Housing Authority – Eastgate HOPE VI Pre-development Planning	Total Development Cost:	\$429,500
Location:	4900-5000 Blocks of E & F Streets NE	DHCD Funding:	\$368,504
Ward:	7	Source:	CDBG
Sponsor:	DC Housing Authority	Closing Date:	May-04
Number of units:			
Project Type:	Pre-development Planning Activities		

Project:	Savannah Heights	Total Development Cost:	\$12,000,000
Location:	Savannah & 4 <sup>th</sup> Streets SE	DHCD Funding:	\$984,853
Ward:	8	Source:	CDBG
Sponsor:	AHD, Inc.	Closing Date:	Jun-04
Number of units:	100		
Project Type:	Acquisition		

Project:	Dunlop Building Demolition	Total Development Cost:	\$27,000,000
Location:	4 <sup>th</sup> Street & Rhode Island Ave. NE	DHCD Funding:	\$847,000
Ward:	5	Source:	CDBG
Sponsor:	H Street CDC	Closing Date:	Jun-04
Number of units:			
Project Type:	Demolition/Commercial Development Activities		

Project:	Anacostia Gateway Government Center	Total Development Cost:	\$18,000,000
Location:	1200 Block of Good Hope Road SE	DHCD Funding:	\$400,000
Ward:	8	Source:	CDBG
Sponsor:	Anacostia Economic Develop. Corp.	Closing Date:	Jun-04
Number of units:			
Project Type:	Commercial Facility Development Activities		

## Appendix A

### CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT

Project:	Independence Place	Total Development Cost:	\$3,028,833
Location:	2600-2603 N Street SE	DHCD Funding:	\$1,300,000
Ward:	7	Source:	HPTF
Sponsor:	So Others Might Eat	Closing Date:	Jun-04
Number of units:			
Project Type:	Acquisition/ Multi- Family Rehab		

Project:	Oxford Manor Apartments	Total Development Cost:	\$23,002,187
Location:	2607 Bowen Road SE	DHCD Funding:	\$4,000,000
Ward:	1	Source:	CDBG
Sponsor:	CPDC	Closing Date:	Jul-04
Number of units:	227		
Project Type:	Acquisition		

Project:	The ARC – Additional Funding	Total Development Cost:	\$15,840,659
Location:	1900 Block of Mississippi Ave SE	DHCD Funding:	\$3,000,000
Ward:	8	Source:	CDBG
Sponsor:	Building Bridges Across the River	Closing Date:	Jul-04
Number of units:			
Project Type:	Construction Assistance		

Project:	DC Housing Authority – ADA Compliance Improvements	Total Development Cost:	\$1,762,671
Location:	Various Add.in DC Public Housing	DHCD Funding:	\$1,400,000
Ward:	Various Wards	Source:	CDBG
Sponsor:	DC Housing Authority	Closing Date:	Jul-04
Number of units:	54		
Project Type:	Construction Assistance		

Project:	JW King Senior Center	Total Development Cost:	\$11,656,237
Location:	4634 H Street SE	DHCD Funding:	\$2,120,000
Ward:	7	Source:	HPTF
Sponsor:	First Rock Development Corp.	Closing Date:	Aug-04
Number of units:	74		
Project Type:	New MF Construction Assistance		

Project:	Carver Terrace Community Center	Total Development Cost:	\$1,440,000
Location:	2026 Maryland Avenue NE	DHCD Funding:	\$350,000
Ward:	5	Source:	CDBG
Sponsor:	Carver Terrace, LP	Closing Date:	Aug-04
Number of units:			
Project Type:	Community Facility Construction Assistance		

Project:	Howard Hills Apartments	Total Development Cost:	\$2,726,630
Location:	1341,1345,1349,1361 Howard Rd. SE	DHCD Funding:	\$2,271,147
Ward:	8	Source:	HPTF/LIHTC
Sponsor:	Jubilee Enterprise of Greater Washington	Closing Date:	Sep-04
Number of units:	43		
Project Type:	MF Rental Rehab Construction Assistance		

## Appendix A

### CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT

Project:	George Washington Carver Senior Apartments		
Location:	4700 East Capitol Street NE	Total Development Cost:	\$1,200,000
Ward:	7	DHCD Funding:	\$1,200,000
Sponsor:	Carver 2000 Tenants Association	Source:	HPTF
Number of units:	103	Closing Date:	Sep-04
Project Type:	Pre-development Planning Activities		

Project:	Jubilee Housing Renovation		
Location:	1630-50 Fuller Street NW	Total Development Cost:	\$11,088,246
Ward:	1	DHCD Funding:	\$2,788,000
Sponsor:	Jubilee Enterprise of Greater Washington	Source:	HPTF/LIHTC
Number of units:	118	Closing Date:	Sep-04
Project Type:	MF Rental Rehab Construction Assistance		

Project:	Dubois Gardens Condominium		
Location:	1800 28 <sup>th</sup> Street SE	Total Development Cost:	\$3,214,384
Ward:	8	DHCD Funding:	\$425,983
Sponsor:	East of the River CDC	Source:	HOME CHDO
Number of units:	17	Closing Date:	Sep-04
Project Type:	Pre-development Costs		

Project:	Kenilworth Avenue Apartments		
Location:	Jay Street & Kenilworth Ave, NE	Total Development Cost:	\$28,057,424
Ward:	7	DHCD Funding:	\$1,500,000
Sponsor:	Kenilworth Avenue Apartments LLC	Source:	LIHTC
Number of units:	170	Closing Date:	Sep-04
Project Type:	New MF Rental Construction Assistance		

Project:	Camp Simms Environmental Remediation		
Location:	1500 Block of Mississippi Ave. SE	Total Development Costs:	\$34,000,000
Ward:	8	DHCD Funding:	\$2,600,000
Sponsor:	CHR, LLC	Source:	CIP
Number of Units:		Closing Date:	Sep-04
Project Type:	Pre-development Environmental Remediation Assistance		

#### Key: Sources of Funding:

- CDBG -- Community Development Block Grant
- HOME -- Home Investment Partnership Program
- CIP -- Capital Improvement Program
- LIHTC -- Low-Income Housing Tax Credit
- HPTF -- Housing Production Trust Fund
- CHDO -- Community Housing Development Organization

## APPENDIX B NEIGHBORHOOD INVESTMENT PERFORMANCE MEASURES, FY 2004 FUNDED GRANTS

### NEIGHBORHOOD BASED ACTIVITIES

Funded Grants, FY 2004

#### DC Chamber of Commerce Foundation – NBAP - \$ 275,000

Commercial District and Small Business Technical Assistance - \$ 275,000

- Outputs:
- Provided direct technical assistance to 64 new businesses and 79 existing businesses,
  - Assisted 40 businesses in obtaining business registrations and/or licenses,
  - Provided 8 businesses with technical assistance in obtaining loans/lines of credit,
  - Assisted 26 businesses in obtaining minority business certification, and
  - Provided ongoing business training and workshops.

#### DC Agenda Support Corporation- NBAP- \$154,416

Affordable Housing Preservation (Expiring Subsidies)- NBAP - \$154,416

- Outputs:
- Secured 150 tenant participation agreements,
  - Conducted 3 tenant meetings/ 3 tenant workshops,
  - Developed local database,
  - Developed tenant curriculum, and
  - Provided housing preservation assistance to 860 housing units.

#### Housing Counseling Services – NBAP - \$ 361,308

Affordable Housing Preservation (Expiring Subsidies)- NBAP - \$361,308

- Outputs:
- Provided assistance to 16 Section 8 properties,
  - Provided housing preservation assistance to over 1,500 units of affordable housing,
  - Provided legal assistance referrals,
  - Conducted tenant workshops on a monthly basis, and
  - Organize various tenant associations.

#### Development Corporation of Columbia Heights – NBAP - \$580,144

**Commercial District and Small Business Technical Assistance - \$284,172**

- Outputs:
- Conducted 6 advanced training programs,
  - Conducted 4 assessment surveys/ 5 community orientation sessions,
  - Served 75 area businesses and clients,
  - Provided Assistance to 5 local businesses at the Tivoli Square,
  - Attracted 10 new businesses to the 14<sup>th</sup> & 11<sup>th</sup> Street corridors.

**Affordable Housing Preservation (Expiring Subsidies)- NBAP - \$295,972**

- Outputs:
- Identified 24 threatened properties,
  - Engaged 30 resident leaders,
  - Trained 3 tenant organizations,
  - Published 3 newsletters,
  - Held 2 community information meetings, and
  - Completed 4 Feasibility Studies.

**Latino Economic Development Corporation- NBAP - \$ 563,640**

**Commercial District and Small Business Technical Assistance - \$ 357,216**

- Outputs:
- Provided direct technical assistance to 799 area businesses, and
  - Conducted 24 business development workshops to more than 240 participants.

**Affordable Housing Preservation (Expiring Subsidies)- NBAP - \$ 206,424**

- Outputs:
- Assessed 7 Expiring Section 8 properties,
  - Preserved 778 units of affordable housing,
  - Organized tenant association, and
  - Provided 6 tenant workshops.

**Manna Community Development Corporation – NDAP - \$219,440**

**Affordable Housing Preservation (Expiring Subsidies)- NBAP - \$ 219,440**

- Outputs:
- Provided housing preservation assistance to over 1,000 units of affordable housing,
  - Conducted 11 tenant training sessions,
  - Created tenant database, and
  - Conducted community organization training sessions.

**Marshall Heights Community Development Corporation – NBAP - \$165,382**

**Commercial District and Small Business Technical Assistance- NBAP- \$165,382**

- Outputs:
- Provided direct technical assistance to 73 area businesses,
  - Provided business training workshops to 40 small businesses,
  - Assisted 2 businesses in obtaining bank financing to expand business operations.

**Washington Area Community Development Organization – NDAP - \$170,630**

Commercial District and Small Business Technical Assistance- NBAP - \$170,630

- Outputs:
- Provided technical assistance to 13 area businesses,
  - Distributed over 50 small business development toolkits,
  - Provided loan packaging technical assistance to 6 businesses, and
  - Conducted 3 loan days to connect businesses with sources of capital.

**Marshall Heights Community Development Organization – CBSP - \$324,803**

Housing Counseling - \$ 324,803

- Outputs:
- Provided housing assistance to 1,311 clients,
  - Completed 11 HPAP workshops,
  - Submitted 120 HPAP applications,
  - Provided Homeownership Counseling to Section 8 Voucher Holders
  - Assisted 182 clients to avoid eviction, and
  - Counseled 1,311 clients in money management.

**Housing Counseling Services, Inc. – CBSP - \$384,330**

Housing Counseling Services - \$384,330

- Outputs:
- Provided housing assistance to 2,274 clients,
  - Established 199 new home owners,
  - Helped prevent 44 foreclosures,
  - Solved 40 post occupancy problems
  - Processed 292 HPAP applications,
  - Processed 36 Single Family applications, and
  - Helped resolve 66 landlord/tenant issues.

**Central American Resource Center - CBSP – \$ 155,000**

Tenant/Housing Counseling - \$ 155,000

- Outputs:
- Provided housing assistance to more than 2,000 clients,
  - Promoted housing rights,
  - Assisted clients in legal proceedings, and
  - Provided affordable housing workshops.

**Latino Economic Development Corporation - CBSP- \$ 236,990**

**Commercial District and Small Business Technical Assistance - \$ 246,470**

- Outputs:
- Provided housing counseling to 407 clients,
  - Submitted 10 HPAP applications, and
  - Performed intake of 10 Single Family Rehab Program applications

**University Legal Services NE - CBSP - \$ 333,011**

**Housing Counseling - \$ 333,011**

- Outputs:
- Conducted 456 Social/Economic Counseling sessions,
  - Conducted 456 Money/Home Management Counseling sessions,
  - Conducted 69 Renter Counseling sessions,
  - Conducted 1,184 Home Buyers Counseling sessions,
  - Completed 125 HPAP applications, and
  - Completed 22 Single Family Rehab applications.

**University Legal Services – CBSP - SE - \$ 368,644**

**Housing Counseling - \$ 368,644**

- Outputs:
- Conducted 967 Social/Economic Counseling sessions,
  - Conducted 956 Money/Home Management sessions,
  - Completed 48 Single Family Rehab applications,
  - Conducted 44 Renter/Eviction Counseling sessions,
  - Conducted 811 Homebuyer Counseling sessions, and
  - Completed 129 HPAP applications.

**Lydia's House – CBSP - \$ 260,000**

**Housing Counseling - \$ 260,000**

- Outputs:
- Conducted 122 Rental Counseling sessions,
  - Conducted 384 Housing Counseling sessions,
  - Conducted 38 Homebuyer workshops,
  - Conducted 24 Financial Literacy workshops, and
  - Completed 3 Single Family Rehab applications.

**Marshall Heights Community Development Organization - \$480,000**

**Façade Improvement**



Outputs:	<ul style="list-style-type: none"> <li>Completed 48 façade storefronts at East River Park Shopping Center.</li> </ul>	
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**H Street Community Development Corporation - \$200,000**

Façade Improvement

Outputs:	<ul style="list-style-type: none"> <li>Completed 20 façade storefronts at 400 – 1300 H Street, NE.</li> </ul>	
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**Gateway Georgia Avenue Revitalization Corporation - \$210,000**

Façade Improvement

Outputs:	<ul style="list-style-type: none"> <li>Completed 21 façade storefronts at 7300 – 7700 Georgia Avenue, NW</li> </ul>	
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**G-3 Advisors - \$340,000**

Façade Improvement

Outputs:	<ul style="list-style-type: none"> <li>Completed 23 façade storefronts at 2600 -6200 Georgia Avenue, NW</li> </ul>	
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**Washington Regional Area Grantmakers - \$758,702***East of the River CDC- \$239,758*

Affordable Housing Development

Outputs:	<ul style="list-style-type: none"> <li>Fairlawn Estates: (21 detached single-family homes; 4 targeted for homebuyers at 80% of AMI, 17 market rate houses)</li> <li>Home Again Initiative: (6-10 units – mixture of single family/multi-family targeted for homebuyers at 50-80% AMI;</li> </ul>	<ul style="list-style-type: none"> <li>Modular Home Builder selected to build homes – Crest Builders</li> <li>Construction drawings complete and approval received from DCRA</li> <li>Large tract review approved by DC Office of Planning</li> <li>Site clearing work initiated</li> <li>Marketing work complete; Waiting list has been closed after receipt of applications of 150 interested buyers;</li> <li>Joint application to Home Again Initiative with MHCDO for Bundle #16 received preliminary approval;</li> <li>Bundle #16 consists of one single family site and two sites capable of</li> </ul>
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- Washington Highlands: (Identify 35-45 units of rental affordable for residents at 30% AMI
  - Highland Condominiums: (1800 28<sup>th</sup> St., S.E.: 18 units with targeted homebuyers at 50%-70% of AMI)
- developing 6-8 condos.
  - Preliminary construction drawings and pro-forma complete.
  - Completed 4 community planning sessions with residents of Washington Highlands reviewing proposed use of Highland Addition property.
  - Identified and completed preliminary analysis of 6 multi-family sites in vicinity of Washington Highlands – no contracts were executed due to high acquisition costs.
  - \$450K CHDO loan from DHCD closed
  - General Contractor (Monarch) selected
  - Demolition and lead abatement work initiated
  - Marketing is complete; all 18 units have been pre-sold
  - Construction loan expected to close in November 2004

*MANNA, Inc.* - \$150,000

Affordable Housing Development

- Outputs:
- 1210 – 1240 Holbrook Terrace NE (30 unit condo project for residents below 70% AMI;
  - 2992 Sherman Ave., N.W. (11 units – limited equity cooperative – residents below 40% AMI)
- Citibank approved \$2 million construction loan; Closing expected in November 2004
  - Drawings complete and building permit approved by DCRA
  - Demolition and rehabilitation of first of 3 buildings initiated;
  - Marketing in progress; condos to be sold between \$95 k (1 bedroom) to \$120k for 3 bedroom;
  - Manna organizing staff have assisted tenant leadership provide testimony at 3 bankruptcy hearings and have worked to obtain tenant ownership of building\

- 3125 Mt. Pleasant St NW (13 unit – condo for residents 50-80 % AMI
  - 1441 Spring Rd., N.W. (12 units)
  - 1340 Fairmont St., N.W. (16 units: 80% low and 20% moderate income)
- However project remains on hold due to lack of final court decision on the part of court regarding disposition of the property
- Acquisition complete.
- Architecture drawings complete;
- Manna will seek DHCD CHDO construction financing to maintain projected affordability levels.
- Construction financing commitment from Bank of America received.
- Construction drawings completed.
- Preliminary approval received from DHCD to use 90k in HODIL funding.
- MANNA pre-qualified 8 tenants for home ownership.
- Construction financing closed.
- 50% of tenants relocated from part of the building.
- Lead remediation complete and renovation/construction initiated.

## Marshall Heights Community Development Organization - \$192,721

## Affordable Housing Development

## Outputs:

- Single Family Scattered Site (5349 D St SE, 5504 D St SE, 405 Sheriff Rd NE, 4802 Sheriff Rd NE, 5338 Drake Pl SE, 24 Farragut Pl NW, 4933 Sheriff Rd NE, 5354 Nannie Helen Burroughs Ave NE, 4041 Benning Rd NE, 39 47th St SE, 5300 E Capitol St NE, 3029 Buena Vista Terrace SE, 209 35th St NE, 3227 D St SE, 3042 Clinton St NE) - Secure 6-10 sales contracts, build/renovate 9 for sale houses, settle on sale of 8-11 homes, acquire 1-5 new properties
- Hilltop Terrace: (20 single family
- MHCDO closed on 9 houses
- Construction completed on 8 properties
- Home Again Initiative awarded 5 properties to MCHDO;
- MHCDO completed construction

detached units: 13 will be low/mod and 7 will be market rate)

- Marshall Heights Redevelopment Project: MHCDO will complete a business plan for the redevelopment of at least 25 units of housing affordable to residents between 30-80% AMI. By September 2004 MHCDO will have secured the commitment of at least 3 lenders and will have acquired at least 3 multi-unit properties in the Marshall Heights neighborhood
  - Deanwood Redevelopment Project: MHCDO will complete a business plan for the redevelopment of at least 25 units of housing affordable to residents between 30-80% AMI. By September 2004 MHCDO will have secured the commitment of at least 3 lenders and will have acquired at least 3 multi-unit properties in the Deanwood neighborhood.
  - Twining Place: (10 units, with purchasers in the 40%-80% AMI
- financing.
  - Building permits acquired.
  - Phase I (6 units) 90% of site work is complete – including sewer and water line hook-ups;
  - Phase I – 3 purchase contracts executed.
  - Phase II(7 units): 70 % of A and E work is complete
  - Neighborhood redevelopment plan complete
  - MHCDO secured two acquisition/construction lines of credit worth \$2.25 million (Bank of America: \$1.5 million and BB&T: \$750,000.)
  - MHCDO submitted application under DHCD NOFA for financing for multi-family building.
  - MHCDO submitted a formal request to DHCD to acquire several abandoned multi-family buildings on Ayers St NE and is waiting a decision
  - Business plan complete
  - MHCDO has secured two acquisition/construction lines of credit worth \$2.25 million (Bank of America: \$1.5 million and BB&T: \$750,000.)
  - MHCDO entered into a joint development agreement with Crawford Edgewood Management to develop four abandoned multi-family properties located at 400-414 Eastern Ave SE (approximately 200 units
  - MHCDO submitted and received approval from Board of Zoning

income range

application for a needed variance to build project.

- Project development will move forward when subdivision plot and addresses are approved by DCRA and Office of Taxation.

Mi Casa - \$124,586

Affordable Housing Development

Outputs:

- 1848 Columbia Road NW (22 units)
  - Closed on acquisition and construction financing
  - Assisted tenant association purchase building
  - GC hired
  - 10% of renovation work complete including lead and asbestos remediation
- 1428 Euclid Street NW
  - Assisted tenant association in purchase of building
  - Closed on acquisition loan
  - Predevelopment financing request of \$200k submitted to LISC – decision pending
  - Submitted construction and permanent financing application to DHCD – decision is pending
- Scattered Site: Home Again Initiative: 1120 Park Road NW--1 unit/82% AMI; 619 Park Road NW--1 unit/32% AMI; 406 Shepherd Street NW--1 unit/71% AMI; 337 Rittenhosue Street NW--new construc./3 units/88% AMI and 94% AMI; Lot at Independence Ave and 35th St SE and house at 18th St SE (recvd from HAI 1/04 in exchange for 5600 Clay Place NE which was 2 units of new construction)
  - Executed agreement with Home Again Initiative to acquire 6 units;
  - Obtained lines of credit and financing for construction and renovation of units
  - Closed on purchase of 3 units
  - Completed 70% of construction of 3 units.
  - 90% of design work on 2 additional units complete
  - Applied for and received preliminary approval from Home Again Initiative for additional 3 single family units.

- 1372 Kenyon Street NW  
(18units)
- Received preliminary approval from DHCD for \$1.7 million in acquisition/construction financing
- Successful application to HUD to renew project based Section 8 contract.
- Obtained legal representation to assist tenant associations to negotiate title issues.

## APPENDIX C DHCD PROGRAM DESCRIPTIONS

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### PROGRAMS AND ACTIVITIES TO INCREASE OWNERSHIP

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Home ownership creation and retention goals are accomplished through the following DHCD program activities:

*Home Purchase Assistance Program:* The Home Purchase Assistance Program (HPAP) provides financial assistance in the form of interest-free and low-interest loans to qualified District residents to enable them to purchase homes, condominiums, or cooperative apartments. Qualified households who are accepted into the three-tiered program are eligible for loans to meet down payment and closing cost requirements. The amount of the loan is based on a combination of factors including income, household size, and the amount of assets that each applicant has to commit toward the purchase price. Loans provided are subordinate to private first trust mortgages. Also included are the D. C. Employer-Assisted Housing; Metropolitan Police Housing Assistance; Teacher, Firefighter, and Emergency Medical Technicians Assistance and the Home Purchase Assistance Step-Up programs.

*Home Ownership Developers Incentive Fund:* The Home Ownership Developers Incentive Fund (HoDIF) provides grants to community development corporations and other nonprofit development entities to help lower the sales price of units they develop, to make them affordable to low- and moderate-income purchasers. Starting in 2004, HoDIF funds are utilized within the general available sources of funds for affordable housing development, and not reported as a separate program.

*Homestead Housing Preservation Program:* The Homestead Housing Preservation Program (Homestead) takes possession of tax delinquent real property (and, occasionally, DHCD foreclosures) and sells them to first-time home buyers for as little as \$250 per unit. In exchange, the home buyer commits to enroll in and complete a home ownership training course, rehabilitate the property, reside in the property for a minimum of five years, and return it to the real property tax rolls. Low- and moderate-income participants receive a \$10,000 deferred mortgage to assist them with gap financing. The Homestead Program also sells apartment buildings and vacant lots to developers who ultimately sell the units to first-time homebuyers – as well as commercial property to neighborhood-based businesses and non-profits that are providing services.

*Single Family Residential Rehabilitation Program:* The Single Family Residential Rehabilitation Program is a source of low-cost financing for the rehabilitation of single-family owner-occupied housing located within the District of Columbia. Program activities include repairs to correct housing code violations, remove threats to occupant health and



safety, and reduce lead-based paint hazards. The program provides low-interest amortized loans and no-interest deferred loans depending on the financial circumstances of the borrower. The Department also offers the Handicapped Accessibility Improvement Program (HAIP), which provides grants for improvements in a home to improve accessibility for occupants with mobility impairments. The program also provides grants for lead-based paint hazard abatement. The SFRRP includes a provision to automatically defer the first \$10,000 of rehabilitation financing provided to senior citizens.

*First Right Purchase/Tenant Purchase Technical Assistance Programs:* The First Right Purchase/Tenant Purchase Technical Assistance Programs offer financial and technical assistance to low- and moderate-income occupants and tenant associations of rental housing in the District. The tenants may use these programs to assist them in purchasing their buildings when they are threatened with displacement because of a proposed sale of their buildings to a third party. The programs provide loans, grants, counseling and technical assistance to these groups to aid in the purchase of multi-family buildings, and management assistance in converted properties.

## PROGRAMS AND ACTIVITIES TO INCREASE SUPPLY ---

The following programs/activities are employed to support the goal of increasing the housing supply for renters and owners:

*Development Finance Division Project Financing, Rental Housing:* This funding program provides low-cost interim construction financing and permanent financing for both new construction and rehabilitation of residential property containing five or more units.

*Development Finance Division Project Financing, Acquisition for Rehab:* This funding program provides funding for private for-profit and non-profit applicants to develop housing (properties with five or more units), including community-based residential facilities, for households with special needs, including the elderly, disabled and individuals undergoing treatment for substance abuse. Funding is also provided for community facilities. Assistance is provided in the form of deferred or amortized loans to qualifying organizations for eligible activities.

*Affordable Housing Production Assistance Program:* The following four activities are included under the two programs above to aid in the production of affordable housing:

- *Community Land Acquisition Program:* Provides assistance to nonprofit land trusts to acquire land and buildings for development of low- and moderate-income housing. Title to the property is retained by the nonprofit trust with provisions for permanent dedication for use as low-and moderate-income housing.

- Property Purchase for Rehabilitation and Housing Development Program: Provides for DHCD purchase of private property (on a voluntary basis and/or through the foreclosure process) for resale for rehabilitation and housing development. Properties acquired may be deteriorated or vacant, and may be acquired in conjunction with the District's Homesteading Program.
- Low-Income Housing Tax Credit (LIHTC): Provides federal income tax credits to developers of new or rehabilitated rental housing for the production of housing affordable to low- and moderate-income persons.
- Real Estate Appraisal Services: This activity fund appraisals, title reports, and other services related to the acquisition and disposition of real property and of other programs as needed.

Housing Finance for the Elderly, Dependent and Disabled: The Housing Finance for the Elderly, Dependent and Disabled (HoFEDD) program provides financing to private for-profit and non-profit applicants. This funding is used to develop housing, including community-based residential facilities, for households with special housing needs, including the elderly, disabled, homeless and individuals undergoing treatment for substance abuse. DHCD provides the acquisition and rehabilitation assistance in the form of deferred or amortized loans to qualified organizations for eligible activities.

Land Acquisition for Housing Development Opportunities: The Land Acquisition for Housing Development Opportunities (LAHDO) program acquires property (using primarily District capital budget funds) and provides for long-term lease-back or low cost terms to private developers that produce low- and moderate-income rental housing.

Community Housing Development Organizations: Under the federal regulations governing the District's participation in the HOME program, 15 percent of the HOME entitlement grant is set aside to fund Community Housing Development Organizations, or CHDO activities. Investments in CHDOs under this program are for the purpose of creating decent and affordable housing in the District. DHCD has made improvements to its CHDO application and certification process, and began outreach activities to link non-profit organizations with training opportunities.

CHDOs must be certified by DHCD to participate in the CHDO program. DHCD's Office of Program Monitoring continues to monitor CHDO reservation, commitment, and expenditure information in IDIS.

## PROGRAMS AND ACTIVITIES TO FOSTER FOR COMMUNITY DEVELOPMENT:

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Activities to support the goals of neighborhood revitalization:

*Neighborhood Based Activities:* DHCD strategically invests funds through housing development and community-based organizations to support the creation of economic opportunity and affordable housing preservation and development for its low-to-moderate income residents. DHCD provides an array of CDBG-eligible neighborhood based activities depending on community need and the capacity of the community organizations.

Neighborhood revitalization activities are carried out through non-profit organizations working in the communities they have committed to serve. These activities include: commercial corridor and small business technical assistance, façade improvement, housing counseling, support for tenants subject to expiring federal subsidies, crime prevention and predevelopment support for affordable housing

Underlying its housing programs is a support network of community-based housing counseling organizations that provide residents with counseling services, assistance in applying for DHCD programs, housing location services and homeowner training. Special initiatives, such as pro-active counseling and assistance for tenants subject to expiring federal subsidies, are undertaken to match annual program response to emerging needs.

### Activities to Support Community and Commercial Development

Major activities in economic and commercial development for the District are managed by the Office of the Deputy Mayor for Planning and Economic Development. DHCD's strategy for economic and commercial development is a supportive neighborhood-based model, coordinating with locally-funded government programs of the Deputy Mayor such as ReStore DC and Main Streets to supplement DHCD's housing development activity in a specific area.

*Micro Loan Program* (Administered by H Street CDC for DHCD) - This program provides financial and technical assistance to new and existing businesses in economically depressed areas on a city-wide basis. The micro loans have a \$25,000 maximum loan amount.

*Economic Development Program* (Section 108 Loan Repayments) – Section 108 loans are made for economic development and job generating projects.

*Urban Renewal and Community Development Property Management:* DHCD provides property management services, rent collection, and limited maintenance for properties

owned by the Department. In addition, DHCD provides oversight of the National Capitol Revitalization Corporation (NCRC) in its management of Redevelopment Land Agency (RLA) properties.

*Community Development Planning Contracts and Program Development Studies:* This activity provides funding for technical consultant services such as land use planning, project feasibility studies, and environmental studies.

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## PROGRAMS/ACTIVITIES FOR HOMELESS PREVENTION AND SUPPORT

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The Emergency Shelter Grant (ESG) funds are administered by the Office of the Deputy Mayor for Children, Youth, Families and Elders, in collaboration with the Community Partnership for the Prevention of Homelessness, a nonprofit entity that is under contract with the District to provide day-to-day management of the District's homeless services. The funds support services and facilities within the Continuum of Care for homeless persons. Services and facilities funded by ESG include prevention, shelter operating costs, and shelter renovations.

- *Prevention/Emergency Assistance Grants for Families and Adults:* In partnership with the D.C. Emergency Assistance Fund, a project partly funded by the city and managed by the Foundation for the National Capital region, and working with Family Support Collaboratives located across the city that are funded through the District's Child and Family Services Agency, the Community Partnership makes emergency homeless prevention grants available for families and single adults. In a typical year, 223 families and 77 single adults receive assistance. The funds are used to prevent the imminent eviction of families and single adults from their residences by paying for up to three months rent and/or utilities combined with case management support offered by a citywide network of community-based agencies.
- *Essential Services/Shelter Operations:* Grant funding has been used to lease a 45-unit apartment building in Columbia Heights, to provide emergency and transitional housing to homeless families. While housed in the building, families are assessed and appropriate services are arranged for them. Caseworkers also work with the parents to assist them in identifying employment and housing.
- *Rehabilitation and Renovation:* The Community Partnership uses rehabilitation funds to expand and improve emergency shelter capacity. ESG funds will be used on an ongoing basis to support high priority shelter needs as identified by the Mayor in the District's 10-year plan to end homelessness.

## APPENDIX D TARGET AREA MAP AND CENSUS TRACTS BY ETHNICITY

### *CDBG-Eligible Census Tracts with Minority Concentration Data*

Census Tract	Total Population	White	Black/African American	American Indian/Alaskan Native	Asian	Native Hawaiian/Other Pacific Islander	Some Other Race	Two or More Races	*Hispanic/Latino	Ward
18.03	3,066	381	2,146	7	49	1	351	131	646	4
18.04	4,156	322	2,995	4	35	4	630	166	1,003	4
20.01	2435	538	1,510	11	34	2	247	93	496	4
21.01	5,233	253	4,241	16	45	5	488	185	812	4
25.02	5486	630	3,087	25	39	3	1422	280	2130	4
27.01	5,742	2,184	1,737	37	403	3	969	409	1,628	1
28.01	3629	536	1,842	26	81	5	873	266	1414	1
28.02	4,700	973	1,524	38	337	11	1,527	290	2,398	1
29.00	4189	509	2,285	27	48	0	1016	304	1610	1
30.00	2,829	373	1,930	5	27	0	422	72	663	1
31.00	2755	334	1,839	11	17	5	467	82	824	1
32.00	4,480	249	3,676	27	9	0	377	142	670	1
34.00	4249	153	3,903	9	31	0	50	103	129	1
35.00	3,498	156	2,936	9	34	1	212	150	371	1
36.00	3915	517	2,427	15	124	0	632	200	924	1
37.00	4,990	979	2,839	26	101	4	862	179	1,629	1
46.00	2997	103	2,713	15	39	1	76	50	144	5
47.00	4,382	125	4,034	15	115	1	29	63	49	2
48.01	1876	219	1,448	9	74	0	81	45	176	2
48.02	2,853	209	2,172	9	333	0	94	36	174	2
49.02	2286	610	1,373	24	52	0	178	49	610	2
50.00	7,278	2,746	2,693	29	398	2	1,013	397	2,145	2
52.01	4559	2685	1,058	28	322	10	286	170	588	2
52.02	760	325	163	3	154	0	67	48	140	2
54.02	1	0	0	0	1	0	0	0	0	2
57.01	4,361	3,246	311	7	653	12	54	78	201	2
59.00	1856	170	1,522	5	59	1	31	68	75	6
60.02	608	7	586	6	2	0	0	7	8	6
62.02	12	7	5	0	0	0	0	0	0	2
64.00	2240	79	2034	11	45	0	30	41	60	2
68.01	1997	111	1,847	3	8	0	6	22	20	6
68.04	2628	221	2280	2	20	0	64	41	122	6
71.00	2818	241	2,417	9	57	1	46	47	82	6
72.00	1825	60	1732	4	7	2	4	16	22	6
73.02	3261	63	3,123	3	10	0	23	39	42	8
73.04	4665	40	4564	17	6	0	1	37	20	8
73.08	377	25	321	3	2	0	17	9	42	8
74.01	2996	14	2943	1	0	0	12	26	27	8
74.03	2308	10	2,262	6	1	0	10	19	14	8
74.04	3314	22	3267	3	0	0	1	21	30	8
74.06	3227	5	3,208	5	0	0	1	8	22	8
74.07	2373	29	2305	10	8	1	4	16	25	8

## Appendix D

### CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT – 2004 WASHINGTON, DC

Census Tract	Total Population	White	Black/African American	American Indian/Alaskan Native	Asian	Native Hawaiian/ Other Pacific Islander	Some Other Race	Two or More Races	*Hispanic/Latino	Ward
74.08	2166	3	2,146	0	0	0	0	17	10	8
74.09	3444	9	3390	0	1	0	16	28	33	8
75.02	4221	42	4,101	3	8	0	5	62	34	8
75.03	2515	28	2445	3	5	1	4	29	26	8
75.04	2358	21	2,296	4	13	0	3	21	21	8
76.01	4572	118	4378	9	3	0	29	35	57	8
76.03	4255	276	3,858	9	21	0	23	68	52	7
76.04	3764	138	3555	10	13	0	19	29	22	7
76.05	3721	48	3,591	8	16	0	0	58	30	7
77.03	4615	39	4439	12	7	3	66	49	104	7
77.07	3796	23	3,708	11	8	0	1	45	15	7
77.08	2706	16	2660	5	2	0	1	22	7	7
77.09	1979	29	1,898	8	9	0	7	28	35	7
78.03	3092	33	3014	3	5	0	10	27	32	7
78.04	3390	21	3,326	5	5	0	4	29	19	7
78.06	2133	9	2093	9	4	0	2	16	13	7
78.07	1911	8	1,863	4	5	0	9	22	23	7
78.08	4012	22	3941	7	4	0	10	28	29	7
78.09	2667	34	2,592	4	2	0	13	22	31	7
79.01	3680	29	3573	6	12	1	29	30	52	6
84.02	1506	55	1,379	5	8	0	27	32	39	6
87.02	1916	49	1748	19	5	0	55	40	71	5
88.02	4160	55	4,010	13	9	0	14	59	57	5
88.03	1918	656	1132	8	47	2	12	61	87	5
88.04	2277	5	2,220	11	9	1	3	28	11	5
89.03	2396	20	2321	5	13	0	12	25	35	5
89.04	3248	31	3,152	16	1	0	19	29	35	5
89.05	2	0	0	0	2	0	0	0	0	5
90.00	2263	13	2,195	7	3	1	10	34	27	5
91.02	4400	34	4257	12	10	8	24	55	67	5
92.01	1381	276	1,004	2	20	0	43	36	73	5
92.03	2861	63	2675	15	19	0	37	52	74	5
92.04	2322	41	2,190	7	8	0	59	17	101	5
95.01	5264	1838	3130	15	111	1	97	72	197	5
95.05	2671	71	2,503	3	8	0	35	51	62	4
96.02	3106	10	3046	9	5	3	13	20	31	7
96.03	3230	13	3,158	8	9	2	2	38	29	7
96.04	1982	13	1940	7	1	0	8	13	17	7
97.00	2309	3	2,281	1	2	0	2	20	2	8
98.01	2091	1	2051	6	10	0	13	10	16	8
98.02	1806	6	1,776	2	3	0	0	19	7	8
98.03	2236	25	2164	3	5	0	12	27	20	8
98.04	2566	15	2,510	5	3	0	10	23	22	8
98.06	5948	45	5815	14	11	2	13	48	29	8
98.07	3238	54	3,136	1	16	4	0	27	28	8
98.08	2468	21	2407	5	4	1	4	26	22	8
98.09	723	107	593	6	5	0	9	3	14	8
99.03	2081	6	2041	8	1	0	1	24	12	7
99.04	1863	18	1,819	6	0	2	0	18	17	7
99.05	2670	14	2631	0	4	0	2	19	9	7
99.06	1550	10	1,516	1	3	1	3	16	12	7
99.07	3037	23	2990	1	2	1	10	10	25	7







## APPENDIX E      REPORTS

HOME MATCH REPORT (HUD 40107A)

SEMI ANNUAL LABOR STANDARDS ENFORCEMENT REPORTS

CDBG FINANCIAL SUMMARY

PART III, FORM 4107—WBE AND MBE

SECTION 108 ACCOMPLISHMENTS REPORT

IDIS PR 26

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